

**CITY OF BEVERLY**

**PUBLIC MEETING MINUTES**

BOARD: Parking and Traffic Commission  
SUBCOMMITTEE:  
DATE: May 4, 2021  
BOARD MEMBERS PRESENT: Richard Benevento (Chair), Darlene Wynne (Vice Chair), George Binns, Michael Collins, Capt. Ryan Laracy, Jonathan Salt  
BOARD MEMBERS ABSENT: Leslie Gould, John Lozada, Sgt Michael Henebury  
OTHERS PRESENT: Carl Koomyagian, Miranda Siemasko, Rebecca Brown, Rick Alpern, Dan Brosnan  
RECORDER: Sharlyne Woodbury

Benevento chairs and opens the meeting at 8:30 am.

This is a virtual meeting with special meeting format as required to honor Governor Baker’s State of Emergency declared due to the national crisis of COVID-19.

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**1. Approval of Minutes**

Binns moves to approve March 2, 2021 minutes as amended by Wynne. Salt seconds. The motion carries 6-0.

Binns moves to approve April 6, 2021 minutes as amended by Wynne. Salt seconds. The motion carries 6-0.

**2. Presentation and Discussion: Beverly Bike Committee**  
**a. Resolution-based Actions**

Brosnan begins his presentation for standards. He walks thru a bike parking proposal for the city, standards for rack styles, and numbers for various locations throughout the city. He urges the commission to view the layout as a copy of the automobile parking standards. adequate parking in the correct locations. Commissioners and Brosnan review studies from different areas locally and nationally. Discusses parking standards for short term and long term that include overnight storage options and structures. Brosnan uses the Depot II project as an example of what a bike ordinance would resemble if the city had one. Such an ordinance would provide a consistent methodology for minimum requirements. Brosnan reviews and suggests modeling a proposed ordinance after the municipalities of Boston, Cambridge and Somerville as examples.

Commissioners weigh in with comments. Benevento points out they are always trying to provide balance; additionally, recommends looking at ADA requirements. The parking ordinances have been reduced in the down town area due to recent developments. Commissioners discuss the challenges for all modes of transportation and the direction of public transit. Is the desire to get the public out of cars using more modes of public transit. Brosnan and commissioners discuss bikes stalls, their average dimensions, placement and location. Brosnan emphasizes consistent rack styles are key. Benevento inquires if on street parking spots would be eliminated in order to accommodate racks, or if sidewalk space would be used. Brosnan indicates those are possibilities and points out the first step is to identify

deficient areas in the city for racks. The next step would be to discuss best methods for implementing changes. Wynne weighs in and refers to the Master Plan noting there are recommendations contained within identifying bike and recreational parking at key locations. The Master Plan recommendations will be implemented first. Collins suggests recognizing seasonal business and putting racks on a skid adapting to weather conditions. Binns remarks about the hazards of racks in the streets creating a challenge for snow and other weather conditions. He also inquires about available educational materials to educate the public on using the racks. Brosnan replies some racks includes instructions where others are self-explanatory. Salt reiterates the city consider standards in order to properly guide businesses.

**b. Bike Infrastructure Planning**

Salt begins presentation for infrastructure planning noting this is conceptual not an actual design. The BBC used MAPC recommendations to construct a proposal. Salt reviews the Master Plan, where is overlaps the BBC survey looking for improvements and connectivity. He cites current streets such as Brimbal Ave and Lothrop Street noting the layout of shared path avenues, sharrows, bike advisory lanes, and simple white lines. Salt also discusses signage. Salt moves discussion forward focusing on the GIS map information for mileage and average bike usage. The BBC would like to coordinate with city engineering for infrastructure design input. Benevento asks the BBC when reviewing preferred routes did they take into consideration posted speed signs. The Chair notes the city adopted a 25-mph speed unless otherwise posted. Bikers should be exercise caution in these shared lanes along certain roadways and be mindful that certain roadways would not make sense for casual bikers. Consider the type of infrastructures appropriate to the speed of the road while focusing on connectivity. Benevento also reviews the costs associated with infrastructure and city community's priorities. Benevento and Salt discuss the MassDOT published bike lane design guide.

**c. Bike Parking Standardization**

Wynne goes over the Master Plan strategy and goals for prioritized bike improvements. discusses those areas. Collins has brief comments and is willing to work with the BBC; noting compromise is important for popular downtown areas. Advises that signs and adding painted lines require thoughtful implementation. Binns weighs in with comments requesting clearer materials. Laracy inquires if the BBC has a policy or guideline for when an emergency vehicle approaches from behind. He does not want to make drivers feel as if they are caught between cyclists and the emergency vehicle, which could create hazardous driving conditions. Brosnan replied they do not have a statute or policy, however; all cyclists should follow the rules of the road in similar fashion to cars. Salt responds the BBC has an education program expected to rollout this year on safe cycling and riding. Koomygan confirms there has been social media campaigns for safety.

**d. Bike Count Methodology**

Koomygan presents the bike program to track usage over time with information from the metro Boston program as well as references to Cambridge and Somerville. Collins discusses AI programs to track traffic that is grid smart and knows the difference between bikes, cars, and pedestrians. Collins also points out the new traffic signal systems will assist with information for the BBC. A variety of tracking apps are discussed. Collins advises against using STRAVA for its invasive nature of personal privacy. Koomygan outlines a plan of action for next steps with data collection: 1) parking standards action, city to adopt an ordinance for bike parking; 2) implementation of phases of roadway bike infrastructure, city to plan an implementation of bike infrastructure; 3) tracking volume, BBC to implement and track annual bike volume in September.

Benevento offers comments to the BBC presentation and thoughtful outline for plan of action. Benevento suggests working with Collins and Wynne where appropriate for each part of the BBC plan. Wynne informs the BBC the council is set to break for summer and advises the BBC use the summer time to work on a bike ordinance that the council can review in the fall. Collins inquires of the BBC if they have concerns that the traditional bike will be phased out over time in favor of ebikes and those with retrofit gas motors. Koomygan talks about the more motorized bikes, referencing Europe. Brosnan said ebikes limited to 20 mph are considered bikes, anything faster should not be in a bike lane especially scooters. Brosnan acknowledges more pedestrians are in the bike lanes and it is something they have to understand and be mindful of all users. Noted pedestrian use increased with the pandemic.

**3. Review and Recommendation to ZBA: Special Permit for a retail marijuana dispensary – 350-354 Rantoul Street – Fresh Fields LLC (continued from April 6, 2021)**

Miranda Siemasko, Rick Alpern and Rebecca Brown represent the applicant. Brown presents the parking study at the intersection of Park and West Dane Streets. Brown reviews the sight lines providing a clearer diagram of the surrounding area and neighborhood. Brown suggests adding a bump out and bike lanes to slow down traffic. Brown does not have many concerns for the left turn crossing heavy south bound traffic. Per the traffic study, most motorists come to a stop before turning. The sight lines will be adequate for speeds traveled along the roadway. Commissioners and Brown review the data on road collisions over the last 5 years. The crash occurrence in the area demonstrate none involving west bound vehicles.

Discussion moves on to parking spaces of which Brown confirms there are no changes. Benevento reviews Henebury's concern with patrons adding to the congested traffic. Concerns mainly center on store patrons impacting neighboring street parking in order to avoid parking further away from the store.

Brown goes over the wayfinding which includes website directions, posted signs, and a sidewalk sandwich board. Brown emphasizes the website homepage will have a map directing customers for location and parking. Brown confirms there is offsite parking and a shuttle for employees. For security purposes the delivery trucks will have a random schedule with each delivery scheduled between 20 and 30 minutes. Benevento inquires if the intended signage will be permanent and if the applicant will be following appropriate sign application protocol. Siemasko confirms yes. Wynne points out the ordinance for sandwich signs are currently under review. This is not the preferred signage for the downtown area. Commissioners firmly insist the employees must park offsite to mitigate any neighborhood parking concerns. Siemasko offers to follow up with a check in to review the parking.

Both commissioners Salt and Binns have additional parking questions. Binns feels the project is overly optimistic with parking spaces and the traffic flow issues. Salt advises installing clearer signs. Alpern assuages the commissioners, pointing out that most customers will frequent the store. As such they will understand the parking requirements and will be informed by the store attendants of where to park. Siemasko, Wynne and Benevento continue discussion going over prior projects where the Planning Board required commitment to enforce no parking on street by employees.

Siemasko provides a slight change to the project plans with the condo expressing concerns over the parking easement. The delivery function is closed from the side of the building as the previous application had the movable sally port to enclose delivery vehicles. In response to the condo concerns there will be folding security barriers that are flush to the building. The condo will clarify the existing easement to see if this is permissible.

There being no further comments or questions. No additional actions at this time.

Wynne moves to accept the recommendation the ZBA approve the plan with conditions: 1) that appropriate adequate signage determined by the appropriate entity to direct users of parking location in addition to social media, website and email correspondence; detail where people should park; 2) the employees will be discouraged from parking on street and employees shall not use or occupy on street public parking; 3) the applicant will return 4 months after opening date to review the parking and traffic conditions. Binns seconds. The motion carries 6-0.

#### 4. New/Other Business:

Vito Venuti from the public has concerns and questions about the two-hour parking signs on Elliot Street near Super Sub. Venuti asks why those signs are there, explaining he owns an apartment building and is losing tenants because of parking tickets for parked vehicles over time. Benevento replies the two-hour parking is to generate business by encouraging turnover to keep customers cycling through. Venuti is concerned for his residents. Benevento asks for time to allow Wynne to research the ordinance in the area. Commissioners discuss the loading dock at the Salvation Army Boot Straps and if that is appropriate shared parking.

Wynne brings to the commission's attention the lack of follow up for post study reports, most notably Northshore Crossing. These reports should be included on the next meeting agendas. Benevento asks if these are comprehensive studies. Wynne also brings up the Barnett project and its parking utilization. Wynne advises reviewing how many tenets rented parking space in the garage and notes the brewery has tables where parking is supposed to be. Benevento suggests sending a letter that they are not in compliance with their recommendations. Noting covid allowed for some flexibility, however; they are not to use the whole lot. Wynne informs the commission the building inspector will also send someone to review the site.

#### 5. Adjournment

Wynne moves to adjourn. Salt seconds. The motion carries 6-0. Meeting adjourned 10:30 am.

**Next meeting scheduled for 6.1.21.**