



**Economic Development Subcommittee Steering Committee Meeting
Agenda & Meeting Packet
September 21, 2022**

Meeting will be held at the **Municipal Building**
2nd floor, Council Chambers
355 East Central Street
6:00 PM

A NOTE TO RESIDENTS: All citizens are welcome to attend public board and committee meetings in person. Additionally, in an effort to maximize citizen engagement opportunities, citizens will be able to continue to participate remotely via phone OR Zoom. The meetings will also be [live-streamed by Franklin TV](#) and shown on Comcast Channel 11 and Verizon Channel 29.

- **Link to access meeting:** September 21, 2022 EDC + Steering Committee Meeting Link [HERE](#) -- Then click "Open Zoom"
 - Or copy and paste this URL into your browser: <https://us02web.zoom.us/j/83318827135>
 - **Call-In Phone Number:** Call **1-929-205-6099** & enter Meeting ID: **833 1882 7135** then press #

Agenda:

1. Discussion: "Franklin For All" MAPC Study Conclusion & Committee Recommendations
 - a. Staff Memo Implementation Timeline
 - b. [Franklin For All Executive Summary and Final Report](#)
 - c. [Franklin - DHCD Approved Housing Production Plan](#)
2. Downtown Parking Lot Proposal
 - a. Downtown Parking Lot Town Administrator Memo
 - b. Downtown Parking District Maps Current vs. Proposed
 - c. Traffic Fines Bylaw materials
 - d. Downtown Parking Bylaw Parking Rates Proposal

This is a meeting of the Franklin Town Council Sub-Committee; under the Open Meeting Law, this subcommittee is a separate "public body" from the Town Council. Therefore, unless the Town Council has separately notified and posted its own meeting, Councilors who are not members of this subcommittee will not be permitted to speak or otherwise actively participate @ this meeting, although they may attend and observe. This prohibition is necessary to avoid the potential for an Open Meeting Law Violation

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



Phone: (508) 520-4949
www.franklinma.gov

OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

September 16, 2022

To: Town Council EDC subcommittee
From: Jamie Hellen, Town Administrator
Alecia Alleyne, Assistant to the Town Administrator

Re: FFA Project Timeline

Please see the attached materials and recommendations from the staff on the Franklin For All project priorities. We have also included some of the staff priorities that came from the Housing Production Plan, as well as a timeline for the Open Space and Recreation Plan and Townwide Master Plan process.

The proposed timeline is as follows:

1. Downtown Parking District & Downtown Parking Lots Bylaw Amendment - Fall 2022.
2. Inclusionary Zoning & Downtown MBTA zoning/downtown housing density - Fall 2022
3. Accessory Dwelling Units Zoning - Fall 2022/Winter 2023 (after we see what the state Legislature does)
4. Open Space & Recreation Master Plan - Fall 2022 to start the process.
5. 40R Public discussion - Winter/Spring 2023
6. Shared Parking - Spring/Summer 2023.
7. Townwide Master Plan Committee appointments and process begins - Summer 2023.

Please refer to the supporting materials for greater details. This memo is just an outline and is subject to change. However, based on the work completed to date and the priorities of the EDC Steering Committee, staff see this as the natural order of events based on the substance of the priorities.

FRANKLIN PLANNING & COMMUNITY DEVELOPMENT

355 EAST CENTRAL STREET, ROOM 120
FRANKLIN, MA 02038-1352
TELEPHONE: 508-520-4907

MEMORANDUM

TO: JAMIE HELLEN, TOWN ADMINISTRATOR
FROM: BRYAN W. TABERNER, AICP, DIRECTOR
RE: PROPOSED ZONING CHANGES, AND UPDATE ON COMPREHENSIVE PLANNING ISSUES
DATE: SEPTEMBER 14, 2022

As you know based on a substantial public input process conducted by Metropolitan Area Planning Council (MAPC) staff, eleven recommendations were developed and proposed as part of the “Franklin For All” project. According to MAPC’s Executive Summary, the recommendations are intended to be a starting point for developing appropriate zoning for the Franklin Center Area. At the August 10, 2022 Economic Development Plus Steering Committee meeting the following three priorities were chosen:

Recommendation 1: Establish a Chapter 40R Smart Growth Overlay District, with Design Standards that includes properties in Downtown Commercial, Commercial 1, and General Residential V District.

Recommendation 7: Create a definition for “accessory dwelling units” (ADUs) and allow them by-right on single family parcels in General Residential V and Single-Family Residential IV Districts.

Recommendation 8: Establish a shared-use parking policy for Town-owned parking lots in Franklin Center and, if possible, negotiate with the owners of private lots to allow shared-use parking.

The Department of Planning & Community Development has developed the summary below identifying issues needing consideration, and a proposed approach and timeline related to the three priorities mentioned above, and related Zoning Bylaw issues it believes should be prioritized during the current fiscal year.

Chapter 40R Smart Growth Zoning Overlay District

Recommendation 1: Establish a Chapter 40R Smart Growth Overlay District, with Design Standards that includes properties in Downtown Commercial, Commercial 1, and General Residential V District.

Chapter 40R encourages the creation of dense residential or mixed-use zoning overlay districts that include deed restricted affordable housing units and are located close to public transit. As the MAPC’s and the Economic Development Plus Steering Committee’s top priority, the Town will focus substantial resources on establishment of a Chapter 40R Smart Growth Zoning Overlay District (“40R District”).

DPCD believes that creation of a 40R District within walking distance of the Downtown Commuter Rail station that balances increased by-right housing density with high-quality design, requires at least twenty percent (20%) of multifamily units to be Affordable, and also meets the Section 3A requirements for MBTA communities should be the approach taken.

To implement a 40R zoning project DPCD recommends hiring an expert in the field who will meet with Town staff to discuss process, requirements, and how best to proceed. As you know Town staff are moving

forward with this issue. Once DPCD and the Administration have gained insight on the 40R process, a consultant may be hired to perform the majority of bylaw drafting. To cover the cost of this work the Town will utilize the remainder of our FY22-FY23 Executive Office of Energy and Environmental Affairs grant, and a small amount of local matching funds.

In conjunction with the 40R project, DPCD recommends developing Zoning Bylaw amendments that would create an Inclusionary Zoning bylaw, as well as change the density of allowed multifamily developments, designate the density housing developments can be permitted by-right, and what density may be permitted by special permit. These issues are discussed further later in this memo.

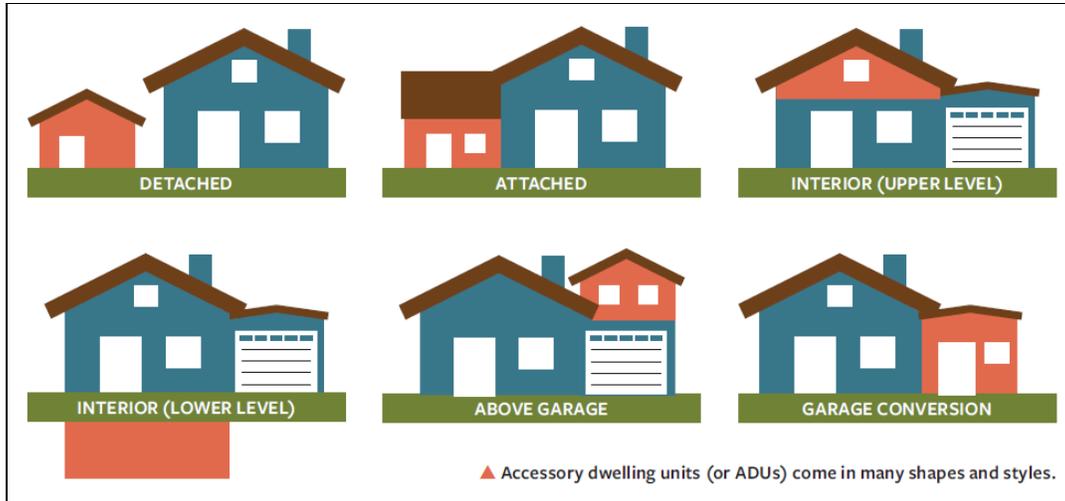
By the end of the current fiscal year DPCD believes the EDC will have had sufficient opportunity to discuss all aspects of the proposed 40R Zoning Bylaw, and a public draft would be completed.

Accessory Dwelling Unit

Recommendation 7: Create a definition for “accessory dwelling units” (ADUs) and allow them by-right on single family parcels in General Residential V and Single-Family Residential IV Districts.

An accessory dwelling unit (ADU) is a smaller, independent residential dwelling unit located on the same lot as a stand-alone single-family home. ADUs go by different names dependent upon the region of the country and the type unit, including accessory apartment, secondary suite, in-law suite, granny flat, basement apartment, backhouse, carriage house, garage apartment, guest house or cottage, and backyard bungalow (and others).

There are a variety of types of ADUs, including converted portions of existing homes, additions to new or existing homes, new stand-alone accessory structures, or converted portions of existing stand-alone accessory structures. The diagram below provides a summary of different type ADUs.



Source: The ABC’s of ADUs, AARP 2019

MAPC recommends allowing ADUs by right in General Residential V (GRV) and Single-Family Residential IV (SFRIV) zoning districts. The Town’s Zoning Bylaw already allows conversion of a single family to a two-family by right in GRV (and Commercial II), and by special permit in SFRIV, as well as in Commercial I and Downtown Commercial zoning districts.

MAPC’s recommendation to *Create a definition for “accessory dwelling units” (ADUs) and allow them by-right on single family parcels in General Residential V and Single-Family Residential IV Districts*, can be done easily with two short Zoning Bylaw Amendments, but this approach would not create opportunities for ADUs in zoning districts with less density (RRI, RRII, SFRIII), or in commercial zoning districts with existing

single family homes. Creation of an Accessory Dwelling Unit section in the Zoning Bylaw is needed if the Town wishes to allow ADUs in these other zoning districts.

DPCD will develop Zoning Bylaw Amendments related to ADUs. A variety of issues will need to be discussed, including:

- Should ADUs be allowed in all residential and mixed use districts?
- Should an ADU permit be easy to obtain, or only after time-consuming and costly permit review and requirements?
- Should the Town allow leasing of ADU to unrelated individuals or families?
- How restrictive should the Town be with dimensional restrictions, off street parking or design/aesthetics?

State Legislation. Both houses of the State Legislature are considering bills (H1370 and S908, An Act relative to accessory dwelling units) that would allow owners of single family residential units to add, attached or detached, accessory dwelling units, by right, if occupied by a tenant with a disability or elderly resident. A copy of H1370 is attached for reference.

Going Forward on ADU Zoning. DPCD is currently researching best practices for ADUs, and gathering bylaws developed by other Massachusetts communities. We expect to begin discussing ADU zoning with the Economic Development Subcommittee Steering Committee in November or December. However, DPCD will not likely present a recommended ADU Zoning amendment until after the State has finalized the related law/regulation. Any Zoning Bylaw proposed by DPCD will take into consideration the proposed legislation.

Shared-Use Parking Policy

Recommendation 8: Establish a shared-use parking policy for Town-owned parking lots in Franklin Center and, if possible, negotiate with the owners of private lots to allow shared-use parking.

This recommendation is being addressed by the Town Administrator, Police Department and others. Changes are being proposed that will result in better utilization of Town owned parking spaces.

However, DPCD does have input to share on this issue. Recommendation 8, as proposed, is difficult to implement in a manner that will be in the best interest of the Town and its residents. MAPC stated in its June 8, 2022 Vision & Zoning Recommendations memo that the Planning Board could choose to allow developers to count a portion of spaces in the public lots towards their off street parking requirement.

DPCD is somewhat concerned about this recommendation. If a developer states it will (or wishes to) use Town owned parking spaces to meet its off street parking requirements, wouldn't this need to be a permanent arrangement that the Planning Board could base their decisions on? A short term arrangement with the Town, or any Downtown parking space owner, would not be something the Planning Board could make a permanent/long term permitting decision. If in the future the Town does decide to do a long term lease with a Downtown property owner, how will that decision be made? It would require public distribution of a request for proposal for the long term lease (or sale) of a public parking lot, for private property owners/developers.

There are several other issues that may be cause for concern. For one, if a shared use concept is implemented where a developer can use a certain number of spaces during the evenings, does that mean tenants/residents would need to move their vehicle each morning even if they didn't plan to go out?

DPCD recommends the EDC support the changes being proposed by the Administration, instead of attempting to make shared parking agreements with existing property owners or future developers.

Inclusionary Zoning, Housing Density, & MBTA Community Requirements

In adopting a 40R Smart Growth Overlay District that covers the Downtown Commercial, Commercial I, and General Residential V Districts and allows densities of 20 units/acre as of right, Franklin would be able to meet its requirement for multifamily zoning as an MBTA community under MGL Chapter 40A, Section 3A. A 40R District would also require 20% affordable units for any multifamily develops. However it would not address multifamily housing proposed for other areas in the Community.

MAPC's Recommendation 2 is to *"Adopt an inclusionary zoning policy that is Town-wide and create a minimum threshold for Affordable Housing in new development"*.

Inclusionary Zoning is an important DPCD priority for the current fiscal year. The IZ zoning bylaw would include regulation similar to the draft IZ bylaw discussed at EDC meetings in May and June 2020, but would include a development incentive component. IZ would apply to all multi-family residential development, including so-called friendly 40B projects, 40R related developments (once a 40R District is created), and any other multifamily developments regardless of Zoning District.

The IZ bylaw would create opportunity for two levels of affordability:

Affordable Units: For eligible individuals or households making less than 80% of the areawide median household income. These units would qualify for the Subsidized Housing Inventory and assure the Town stays above the 40B required 10% affordable level.

Moderate Income Units: For eligible individuals or households making less than 100% of the areawide median household income.

Changes to Housing Density. In conjunction with the IZ bylaw, DPCD will develop additional Zoning Bylaw Amendments related to housing density in CI, GRV and possibly SFRIV.

Housing Production Plan Goals. The Town's 2022 Housing Production Plan, which was approved by the State in May 2022, contains several goals and strategies related directly to the Zoning Bylaw amendments being proposed, including changing housing density, allowing some level of multifamily development by right, developing an incentivized Inclusionary Zoning bylaw, adopting other strategies that incentivize the production of affordable housing, and of course maintaining Franklin's Subsidized Housing Inventory (SHI) above ten percent through 2030 and beyond. The list of Goals and Strategies from the HPP is attached for reference.

Additional Comprehensive Planning Projects

Open Space and Recreation Plan. DPCD has begun to prepare for update of the Town's 2016 Open Space and Recreation Plan. As with the last two updates (2008 & 2016) the OSRP will be developed in house by DPCD staff. The Town's Conservation Agent will take the lead on the project, and be assisted by the Town Planner, Planning & Community Development Director, and a working group of Town staff from various Departments, including Administration, Recreation, GIS Department, Engineering, Public Works (Grounds Division), Facilities, Schools and Senior Center. The Working Group will begin meeting in October.

This work has begun with assessment of the status of the implementation of the OSRP's goals and objectives, and updating data within the document, including demographics, zoning, and land use.

At the October 13th Conservation Commission, DPCD staff will introduce the OSRP update project, and request the Commission establish a Steering Committee to guide the plan update process.

In addition to Commission members, the proposed OSRP Update Steering Committee will likely include representatives from the Planning Board, Recreation Advisory Board, and Community Preservation Committee; in addition, the Steering Committee will ask for regular input from the Commission on Persons

with Disabilities, Council on Aging, Community Garden Committee, Agricultural Commission and School Department, as well as interested community organizations.

Regular OSPR Update Steering Committee meetings will be held during Conservation Commission meeting approximately once a month starting in November 2022. DPCD expects the OSRP Update to be completed, adopted by Town Council and approved by the State by September 2023. A proposed timeline is attached.

Master Plan. Once the bulk of the OSRP Update work is completed, DPCD will begin a similar process to update the 2013 Master Plan. We expect to request that Town Council create a Master Plan Committee during the first quarter of FY24.

Please let me know if you have questions or require additional information on any of the above issues.

HOUSE DOCKET, NO. 801 FILED ON: 1/28/2021

HOUSE No. 1370**The Commonwealth of Massachusetts**

PRESENTED BY:

Christine P. Barber*To the Honorable Senate and House of Representatives of the Commonwealth of Massachusetts in General Court assembled:*

The undersigned legislators and/or citizens respectfully petition for the adoption of the accompanying bill:

An Act relative to accessory dwelling units.

PETITION OF:

NAME:	DISTRICT/ADDRESS:	DATE ADDED:
<i>Christine P. Barber</i>	<i>34th Middlesex</i>	<i>1/28/2021</i>
<i>Michael S. Day</i>	<i>31st Middlesex</i>	<i>2/25/2021</i>
<i>Michelle M. DuBois</i>	<i>10th Plymouth</i>	<i>2/26/2021</i>
<i>Ruth B. Balsler</i>	<i>12th Middlesex</i>	<i>3/16/2021</i>
<i>Hannah Kane</i>	<i>11th Worcester</i>	<i>3/16/2021</i>
<i>Danillo A. Sena</i>	<i>37th Middlesex</i>	<i>3/16/2021</i>
<i>David Allen Robertson</i>	<i>19th Middlesex</i>	<i>3/18/2021</i>
<i>Jon Santiago</i>	<i>9th Suffolk</i>	<i>3/18/2021</i>
<i>Gerard J. Cassidy</i>	<i>9th Plymouth</i>	<i>3/22/2021</i>
<i>James M. Murphy</i>	<i>4th Norfolk</i>	<i>3/25/2021</i>
<i>Tommy Vitolo</i>	<i>15th Norfolk</i>	<i>4/1/2021</i>
<i>Vanna Howard</i>	<i>17th Middlesex</i>	<i>4/1/2021</i>
<i>Walter F. Timilty</i>	<i>Norfolk, Bristol and Plymouth</i>	<i>4/1/2021</i>
<i>Josh S. Cutler</i>	<i>6th Plymouth</i>	<i>4/1/2021</i>
<i>Mary S. Keefe</i>	<i>15th Worcester</i>	<i>4/2/2021</i>
<i>Tram T. Nguyen</i>	<i>18th Essex</i>	<i>4/8/2021</i>
<i>Norman J. Orrall</i>	<i>12th Bristol</i>	<i>4/29/2021</i>
<i>Natalie M. Higgins</i>	<i>4th Worcester</i>	<i>8/2/2021</i>

Carmine Lawrence Gentile
Kay Khan

13th Middlesex
11th Middlesex

8/4/2021
10/4/2021

HOUSE No. 1370

By Ms. Barber of Somerville, a petition (accompanied by bill, House, No. 1370) of Christine P. Barber and others relative to accessory dwelling units. Housing.

[SIMILAR MATTER FILED IN PREVIOUS SESSION
SEE HOUSE, NO. 1250 OF 2019-2020.]

The Commonwealth of Massachusetts

**In the One Hundred and Ninety-Second General Court
(2021-2022)**

An Act relative to accessory dwelling units.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

1 SECTION 1. Section 3 of chapter 40A of the General Laws, as appearing in the 2014
2 Official Edition, is hereby amended by inserting after the last paragraph the following 3
3 paragraphs:-

4 No zoning ordinance or by-law shall prohibit or require a special permit for the use of
5 land or structures for an accessory dwelling unit, or the rental thereof, in a single-family
6 residential zoning district on a lot with 5,000 square feet or more or on a lot of sufficient area to
7 meet the requirements of title 5 of the state environmental code established by section 13 of
8 chapter 21A, if applicable; provided, however, that the single-family dwelling or the accessory
9 dwelling unit is occupied by at least 1 person with disabilities or 1 person who is elderly.

10 As used in this section, “accessory dwelling unit” shall mean a self-contained housing
11 unit, inclusive of sleeping, cooking and sanitary facilities, incorporated within the same structure
12 as a single-family dwelling or in a detached accessory structure and that: (i) maintains a separate
13 entrance, either directly from the outside or through an entry hall or corridor shared with the
14 single dwelling; (ii) shall not be sold separately from the single family dwelling; (iii) is not
15 smaller in floor area than 450 square feet; (iv) may include up to two bedrooms; and (v) is not
16 larger in floor area than ½ the floor area of the single family dwelling or 900 square feet,
17 whichever is smaller; “person with disabilities” shall mean a person who has been determined to
18 be disabled (i) in accordance with criteria established by local by-law or ordinance, if any, or (ii)
19 by the Social Security Administration or MassHealth, notwithstanding any local by-law or
20 ordinance; and “elderly” shall mean a person sixty-five years of age or older.

21 The zoning ordinance or by-law may require that the single-family dwelling or the
22 accessory dwelling unit be owner-occupied and may limit the total number of accessory dwelling
23 units in the municipality to a percentage not lower than 5 percent of the total non-seasonal
24 housing units in the municipality. The use of land or structures for an accessory dwelling unit
25 may be subject to reasonable regulations concerning dimensional setbacks and the bulk and
26 height of structures. Not more than 1 additional parking space shall be required for an accessory
27 dwelling unit but, if parking is required for the single family dwelling, that parking shall either
28 be retained or replaced. An accessory dwelling unit allowed under this section is considered
29 owner-occupied upon transfer of title of the single-family dwelling in whole or in part to a trust
30 in which at least 1 beneficiary is a person with disabilities or a person who is elderly; provided,
31 however, that either the single-family dwelling or the accessory dwelling unit remains occupied
32 by that beneficiary. Nothing in this paragraph shall authorize an accessory dwelling unit to

33 violate the building, fire, health or sanitary codes, historic or wetlands laws, or ordinances or by-
34 laws.

Town of Franklin 2022 Housing Production Plan.

Goals & Strategies

Goal 1: Maintain Franklin's Subsidized Housing Inventory above ten percent through 2030 and beyond.

Strategies:

- Monitor and preserve existing affordable units.
- Actively engage with developers to further incentivize SHI development.
- Advance projects under the Local Initiative Program to create the type and level of affordable housing best for the community.
- The Town will commit to a production goal of .05% should the Town fall below 10% due to the 2020 Census or any other reason.

Goal 2: Increase the number of housing units affordable to Franklin's very low income, low income, and moderate income residents.

Strategies:

- Encourage developers of multifamily housing projects to create affordable housing units that would meet the needs of individuals with special needs.
- Work with housing non-profit organizations to support development of smaller style owner-occupied housing units.

Goal 3: Increase the number of affordable housing units available to persons with special needs, and the elderly.

Strategies:

- Encourage developers of multifamily housing projects to create affordable housing units that would meet the needs of individuals with special needs.
- Consider creating a density bonus incentive program that allow more units of housing to be built than would be allowed under current zoning regulations, in exchange for a developer's provision of affordable housing units or other public good.

Goal 4: Support affordable housing appropriate for expected future demographics.

Strategies:

- Support development of smaller style rental and owner-occupied housing units to accommodate the needs of the Town's changing population.
- Encourage the development of smaller housing units to better meet the needs of a younger generation of households.

Goal 5: Provide housing alternatives that meet the needs of Franklin based employers and employees.

Strategies:

- Create bylaw sections to allow flexible development in core areas using development agreements.
- Consider developing regulation for the by-right permitting of micro-units or studio apartments that are leased at lower than average rates.

Goal 6: Adopt strategies that incentivize the production of affordable housing.

Strategies:

- Actively engage with developers to further incentivize SHI development via Special Tax Assessments, density bonuses and additional incentives for increased SHI unit production alongside market-rate units.
- Use an incentivized Inclusive Zoning bylaw to attract SHI unit developments.
- Utilize Workforce Housing Special Tax Assessments (WH-STAs), multi-year property tax exemption, as incentive to create middle-income housing.
- Negotiate Tax Increment Finance Agreements with housing developers to lower the tax burden on specific affordable housing developments desired by the community.

Goal 7: Adopt zoning strategies that will advance affordable housing production.

Strategies:

- Perform an extensive assessment of the Town of Franklin Zoning Bylaw, Chapter 185 of Franklin Town Code. Specific attention will be shown to housing density, creating zoning related development incentives, assessing parking requirements, and other Zoning best practices.
- Consider increasing the density of residential units allowed by-right in Downtown Franklin and surrounding neighborhoods.
- Develop an Inclusionary Zoning Bylaw that incentivizes inclusion of affordable housing units in multifamily housing developments.
- Amend Zoning Bylaw Use and Dimensional Regulations.
- Amend Zoning regulations regarding parking space requirements to decrease development costs and allow additional housing units to be developed.

Goal 8: Continue the funding and expansion of the Franklin Municipal Affordable Housing Trust for additional in-perpetuity affordable housing units.

Strategies:

- Transfer Town-owned land to Franklin Affordable Housing Trust for creation of additional SHI housing units.
- Identify existing developed or underutilized properties that the Trust may be able to enhance and increase housing.

Goal 9: Identify new funding sources and other resources for affordable housing production.

Strategies:

- Identify Town-owned properties, as opportunities arise, that may be appropriate for affordable housing.
- Identify and apply for grants to support housing development.
- Apply annually for a Housing Choice Community grant to increase funding for affordable housing development.
- Adopt additional Housing Best Practices to improve chances of receiving a Housing Choice Community Capital Grant. A description of Housing Choice Best Practices is included in this document as Attachment H.

Proposed Open Space Recreation Plan Update Schedule

	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023
DPCD Staff 2016 OSRP Implementation Review													
DPCD Staff Data Update													
Staff Working Group Kickoff Meeting		x											
Regular Staff Working Group Meetings			x	x	x	x	x						
Conservation Meeting - Project Introduction		x											
Establish OSRP Update Committee													
Regular OSRP Update Committee Meetings			x	x	x	x	x	x	x	x	x	x	
OSRP Citizen Survey													
Public Hearings						x					x		
ADA Self Assessment													
Goals & Objectives Development													
Draft OSRP Development													
Draft ORRP Public Comment Period													
State Draft Plan Review													
Preliminary Final OSRP Development													
Conservation Commission OSRP Endorsement												x	
Town Council ORRP Endorsement													x
State Approval													x

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



Phone: (508) 520-4949
www.franklinma.gov

OFFICE OF THE TOWN ADMINISTRATOR

Memorandum

September 16, 2022

To: Town Council EDC subcommittee
From: Jamie Hellen, Town Administrator
Alecia Alleyne, Assistant to the Town Administrator

Re: **Downtown Parking District Bylaw**

Before the EDC tonight is a proposal for the revised downtown parking district map. We have included the current map and a proposed new version. I will do the best to summarize the proposed changes:

1. **No Parking:** All “No Parking” outlined in red are exactly the same and no changes have been proposed. These were areas delineated by public safety and the town engineer when the original map was done after the Downtown project was completed in 2017 to reflect narrow roads, turn radius, emergency vehicle access and so forth.
2. **Residential Street Parking:** The current map has two categories of residential street parking (blue and purple) with different rules. Staff propose merging those two districts into one district for greater consistency. The blue section has residential parking from 8:00 AM - 2:00 PM Mon.-Fri. to prevent daytime commuters, students and others from parking cars all day in front of residential homeowners in efforts to avoid other parking regulations. Staff have not heard any substantial concerns with this bylaw over the past five years.

If no color exists, there are no parking regulations to follow and residents can freely park.

3. **Main Downtown Business Corridor:** The area in Orange is a revision of the proposal before the Council earlier this year. Staff are proposing map revisions as follows:
 - a. 1-hour parking limit on the Main Street and East Central Street corridors between the hours of 6:00AM to 6:00PM.
 - b. The parking is free and is intended to incubate a greater rotation of cars to do basic errands and stops. Examples: Post office, banks, shopping, lunch, coffee, breakfast, drop off, etc. MOST travel downtown during the daytime are for short errands.
 - c. Parking in these spaces are also free between 6:00 PM to midnight for evening commerce, no time restrictions.
 - d. From midnight to 6:00 AM there will be NO OVERNIGHT parking spaces Monday through Saturday.
 - e. Sunday is free parking without time limits.
4. **Parking lots:** The Town is proposing the most substantial changes to the downtown parking lot access.

- a. Davis-Thayer and the Library.
 - i. D-T: The Town is finalizing ownership of the former school property and will prohibit overnight parking between midnight and 6:00AM. During the daytime parking is free to use the ball fields and playgrounds for families.
 - ii. The Library lot is owned by Dean College on a long term lease basis and will remain parking for Library patrons and those who use the Town Common. There will be no overnight parking allowed between Midnight and 6:00AM.
- b. Ferrara's Municipal Lot and the Depot Street Municipal Lot
 - i. The Town proposes to eliminate all dedicated parking uses (commuter and merchant) in favor of a first come, first serve parking lot for all uses.
 - ii. The Town intends to purchase "Flowbird" kiosks for self pay. See attached quote for 3 kiosks and information packet on the company. Flowbird allows for quarters, cash, credit card, debit card, Apple Pay/Google Pay/ Samsung Pay and an app. Only personal checks will not be accepted.
 - iii. The lot can be used by citizens, shoppers, commuters, merchants, employees, customers. First come, first serve every day.
 - iv. The lot spaces will be available from 6:00 AM to 6:00 PM for \$3 per day unlimited time.
 1. The current bylaw only allows quarterly passes, which are \$180/quarter, or \$3 a day for a regular business week.
 - v. From 6:00 PM to Midnight the lot spaces are available free for downtown commerce.
 - vi. From Midnight to 6:00 AM there will be NO OVERNIGHT parking.
 - vii. Please note the first commuter train leaves Downtown at 5:15 AM (the last time we checked and is certainly subject to changes by the MBTA).

Other miscellaneous points:

- The bylaw will take effect at approximately July 1, 2023. Staff expect a four month order wait for the kiosks (and this is pending any supply chain problems).
- The Town will look to make investments into speed and traffic enforcement in the FY24 budget, as well as capital investments in the capital plan for additional signage (from electric sign boards to flashing speeding signs).
 - As a sidebar, the #1 complaint town staff have received this year is excessive speeding on most town roads, the lack of drivers following signage, requests for reduced speed limits on many roads in town and greater traffic enforcement.
- The DPW Director estimates 4-8 weeks to replace the signs in downtown.
- An update of traffic violation fines should also be adopted. Staff recommendation is to follow the superb research by Lt. Reilly and the FPD. See attached bylaw proposal.
- A bylaw in Section 82-6 will also have to be adopted to eliminate the old commuter and merchant language from the Town fees and be replaced with the new proposed fee of \$2.00 per day, per car.
- Finally, a significant amount of patience and optimism will be required to allow the staff to install this new infrastructure.

Alternatives:

- As recommended by the Franklin Police Department, one alternative is to commission a third-party study of downtown parking.

Finally, staff understand this proposal is not perfect and will accommodate all parties at all times. That said, due to the altering dynamics of commuting, the town bylaw on the parking lot usage needs to change. The policy opens up almost 90 spaces with unfettered access. It also ensures that there is no overnight parking and ensures that each day, downtown customers can find parking regardless of their destination, purpose or use.

Please let us know if you have any questions.



May 26, 2022

Sales Quote -Franklin MA			
Contact : Kristin Gustaukas-Donovan			
StradaPAL Rapide			
(Accepts coins and credit card)			
Includes:			
Solar Power Operation w/Autonomous Battery			
Color Display			
Coin Acceptor/Validator			
Credit/Debit Card Reader			
Modem and Antenna Kit			
Includes 1 coin canister			
Thermal Graphic Printer w/Self Sharpening Receipt Cutting Blade			
1 Roll of Paper			
Personalized Software Including Programming and Testing			
Instructional Graphics and Personalized Rate Plate			
Multi Lingual Button			
Increment and Max Buttons for Credit Card Payments			
Credit Card Software and Parkfolio License Fees			
Limited One Year Warranty			
	QUANTITY	PRICE	TOTAL
StradaPAL Rapide	3	\$7,139	\$21,417
TOTAL	3	\$7,139	\$21,417

Recommended Options	QUANTITY	PRICE	TOTAL
Installation, Travel & Training	3	\$750	\$2,250
Mobile Coinbox (for collections)	2	\$286	\$572
TOTAL Recommended Options			\$2,822

TOTAL Including Options	3		\$24,239
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Note: Site preparation is not included in this quote.



BOS Management Fees

myParkfolio Back-Office Software Management System

Monthly Total

Includes: Pay And Display Enforcement

2

\$55

\$110

2 way wireless connectivity

Wireless airtime fees

On-line access to hosted secure server

Processing and storage of all transactions, maintenance, alarms, & statistic.

Database space

PCI Level 1 Certified real-time credit card authorization account set-up and management

Secure user rights management

Back Office Options:

Pay by Space (Option)

2

\$60

\$120

Please send questions to:

Ed Kinkade

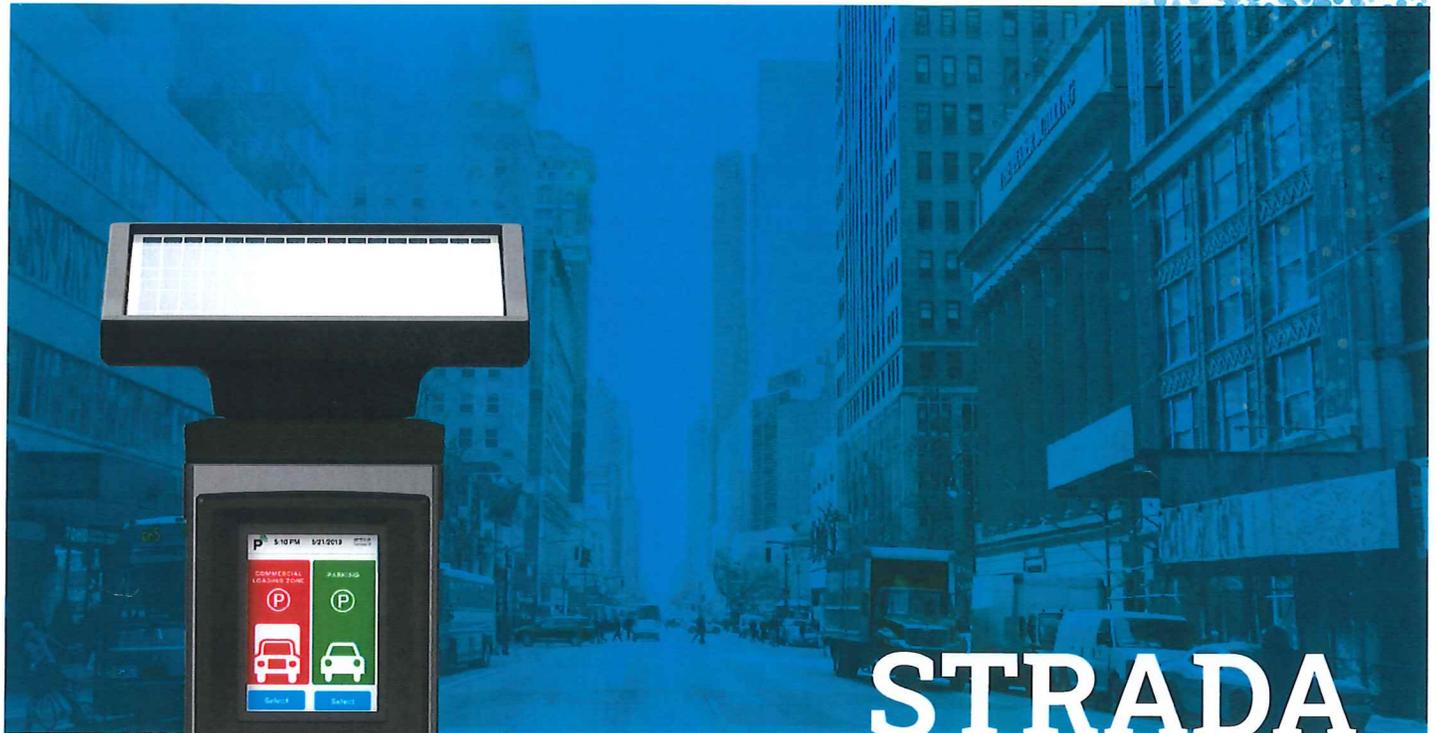
Business Development Manager

Parkeon

40 Twosome Drive, Suite 7, Moorestown, NJ 08057

Phone: 856-234-8000 x 230

Email aekinkade@parkeon.com



STRADA

MULTI-USE KIOSK

MAXIMIZE THE USER EXPERIENCE AND IMPROVE YOUR OPERATIONS

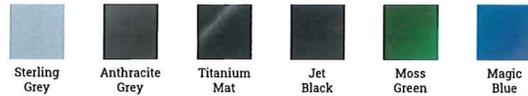
- Designed to **manage payments** for parking, admission passes, transit fares, and much more
- **9.7" touch screen** option, customizable to meet your operational needs
- Many available **payment methods** such as coins, bills, debit and credit cards, contactless/NFC payments like Apple Pay and Google Pay
- Text receipt and **Extend by Text** options help users remain in compliance
- **ADA Compliant** with accessible information and user input
- **Remote software downloads** reduce on-site maintenance and allow for fast rate changes

STRADA

MULTI-USE KIOSK



Optional Cabinet Colors



Power:

Solar (with optional 4-way rotating solar panel) or AC Power

Communications:

4G LTE, Ethernet, or Satellite

Friendly User interface:

9.7" tablet-sized color touch screen reinforced with a 6mm-thick tempered guard glass. Displays videos, animated pictures, text, maps and dynamic menus to guide the user in real time.
Optional: 7" color screen or 4.75" monochrome display

Payment Options:

- Motorized coin selector: 14 different coins or tokens
- 4 way bill acceptance
- Credit/debit card acceptance: EMV, PA-DSS, P2PE certified card reader
- Contactless/NFC payments: Digital Wallets such as Apple Pay, Google Pay, Samsung Pay
- Extend payments by text (w/touch screen display only)
- Validation codes acceptance
- Secure PCI-DSS payment platform

Graphical thermal printer - Paper or self-adhesive tickets

- Without BNA option: 6,500 tickets capacity
- With BNA option: 4,500 tickets capacity
- Text receipt option (touch screen model only)

Secure collection vault

- 5 security level options
- Mobile cash box or transfer collection options
 - Mechanical or electronic locks
 - Vault capacity
 - Non BNA option: 2,700 coins
 - BNA option: 2,000 coins, 1,000 bank notes

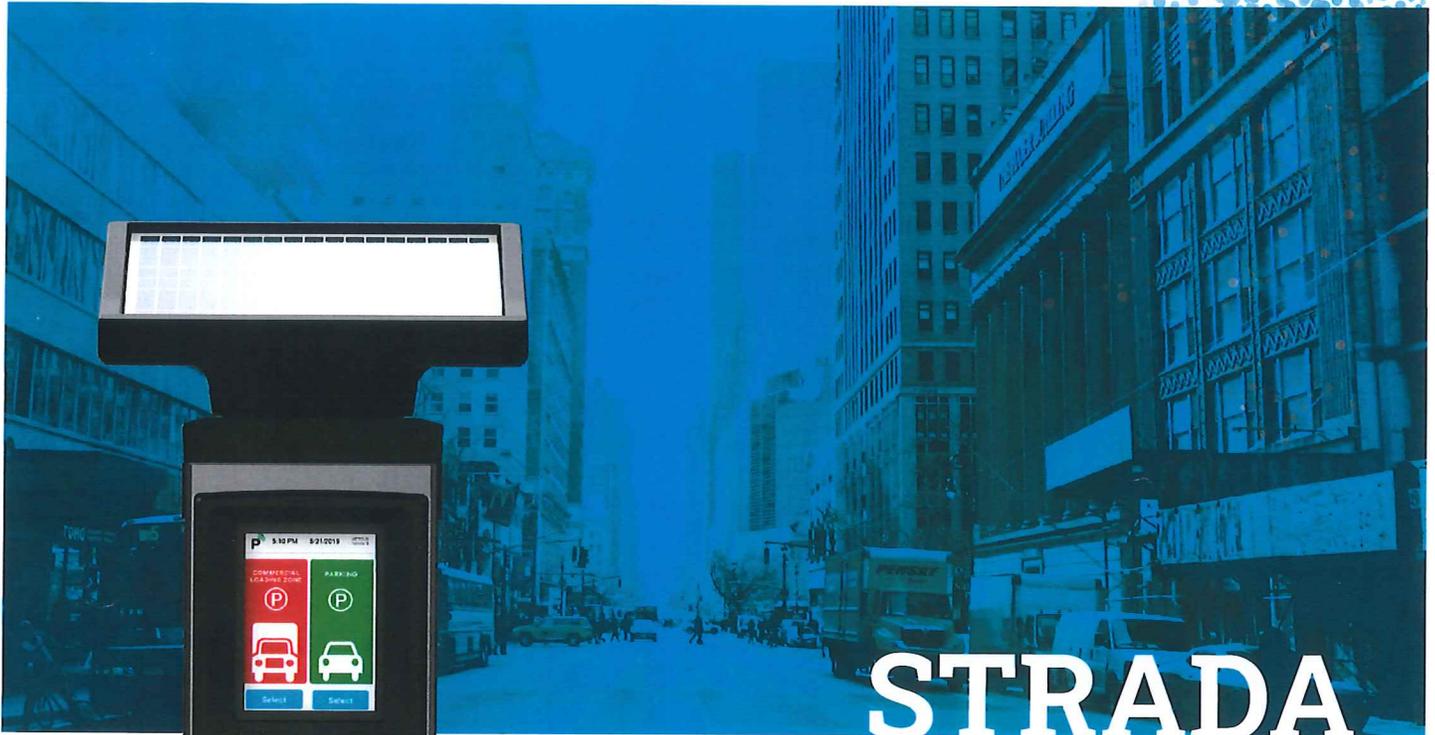
Optional **adaptive pedestals** to increase the housing height.
Installation on prepared concrete.

Other Attributes:

Material: Anti-corrosive steel

Dimensions: 67.32" x 11.42" x 10.83"

Temperature/Humidity: -13 degrees F° to 131 degrees F° up to 95% relative humidity at 131 degrees F°



STRADA

MULTI-USE KIOSK

MAXIMIZE THE USER EXPERIENCE AND IMPROVE YOUR OPERATIONS

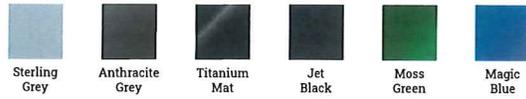
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STRADA

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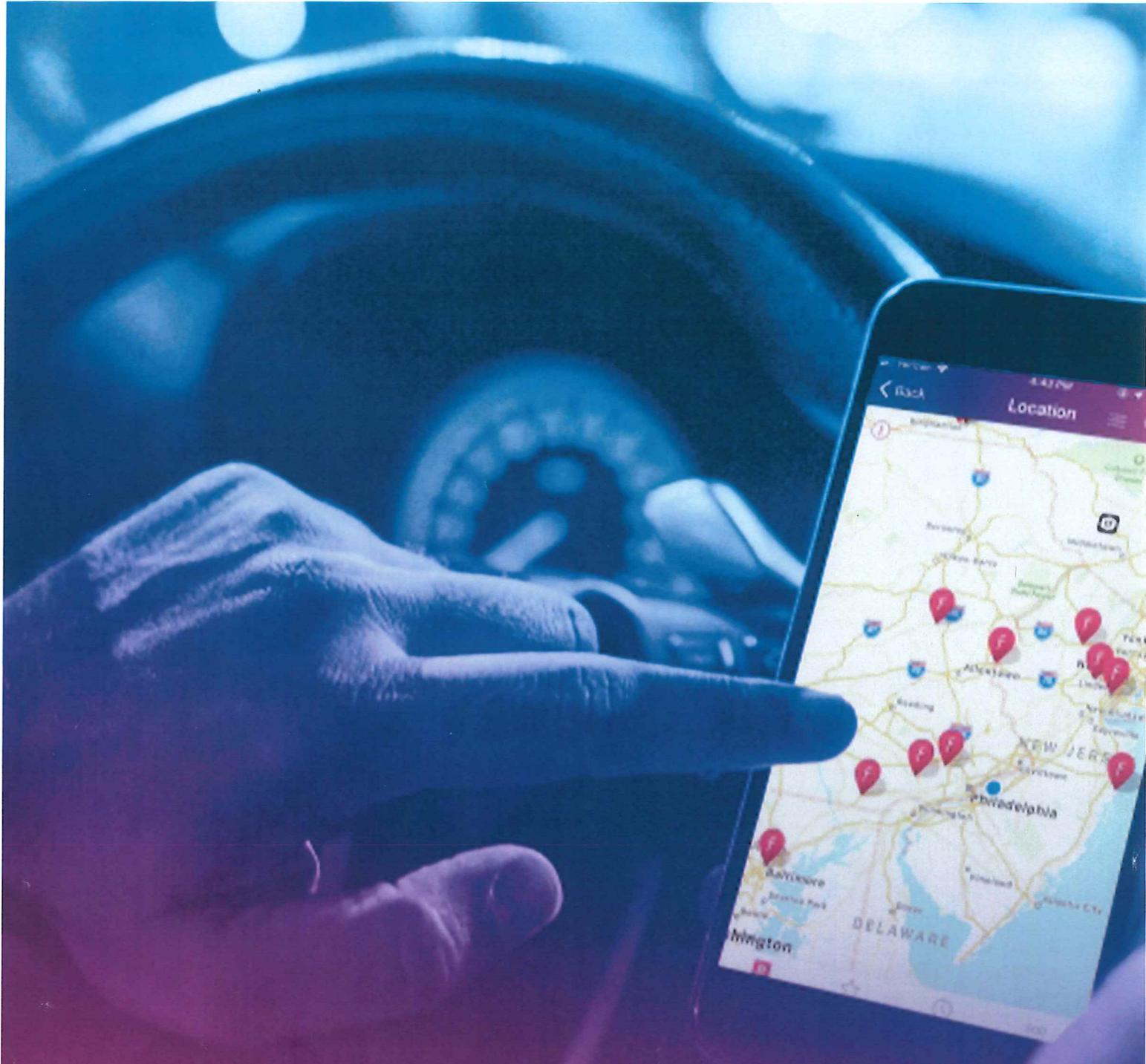
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Flowbird App

The revolutionary, multi-function app platform designed to improve downtown mobility.





Feature Rich and Simple to Use

- Curb Management**
Manage the curb on your terms. Users may select their location via zone, machine number or GIS location within the app. The choice is yours.
- Parking Pressure**
Functionality that displays street maps where users are most likely to find parking.
- Find My Car**
Provides walking directions back to your vehicle.
- E-Wallet**
Allows users to load money onto a virtual parking payment account.
- Validation Codes**
Allows the Town or local merchants to distribute validation codes to app users so they don't have to pay for parking.
- Bluetooth**
Bluetooth and QR code capabilities offer drivers a frictionless parking experience.
- In-Car Payments**
Via Apple CarPlay and Siri Payment.
- White Labeling**
Customizes the app to match your Agency branding.

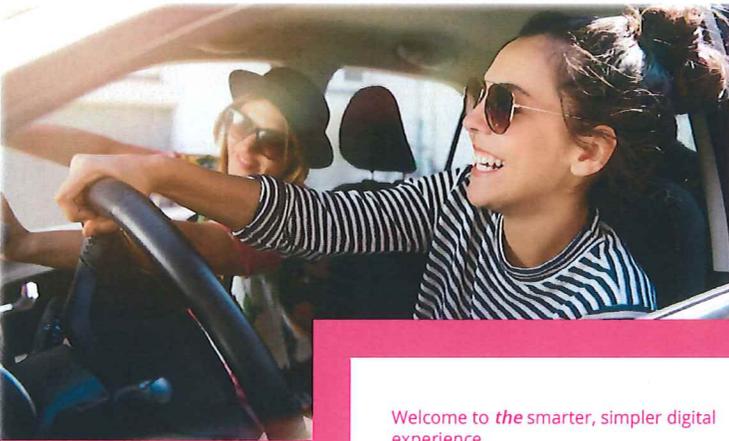


Superior Functionality

- FLEXIBILITY**
Payment and account management through iPhone, Android, mobile web, or desktop web
- SECURITY**
Password protected access integrated with Face ID, Touch ID and Facebook credentials
- NOTIFICATIONS**
Time expiration reminders with ability for the end-user to customize the alert time on their phone or Apple Watch
- EXTEND**
Add time from anywhere up to the maximum time limit



MORE THAN A MOBILITY APP



Welcome to *the* smarter, simpler digital experience.

Flowbird is a leader in mobility systems providing parking and transit solutions worldwide. This allows us to offer a wide variety of mobility solutions that can be centralized within a single, digital, open platform. Imagine providing your customers one app offering all possible mobility services!

1.3 MILLION
Mobile Users

25+ MILLION
Transactions/Year

600+
Mobile Clients Worldwide

\$4 MILLION
Invested in Mobile Platform R & D

A MOBILITY COMPANION

On-Street Parking

Manage the curb with an app that provides fast and secure payment, real-time pricing information, and accurate parking availability to reduce traffic congestion.

Off-Street Parking

Find, Reserve, and Pay in garages and parking lots. By integrating Bluetooth and QR code capabilities, drivers can experience a frictionless parking experience.



f.

Transit

Fare payment made simple! Multi-product selection and multiple tickets in the same transaction makes paying for fares ultra-quick. A QR code is provided for integration with validators or handheld enforcement devices.

Park Admissions

Keep up your customer communications even in unattended areas! Sell Admission Passes, Camp Site Reservations, Ferry Ride tickets and more. Display news, events, and emergency announcements remotely all on one multi-use kiosk.

MAKE EDUCATED DECISIONS WITH FLEXIBILITY . . .

As part of Flowbird's Digital Services platform, you have access to one of the world's most integrative data hubs.

Browse user data.
Receive timely historical insights.
Make confident, educated decisions.

& SCALABILITY

Flowbird's integrated data hub provides a macro-view of the entire parking ecosystem, bringing you unparalleled insights into parking behavior.

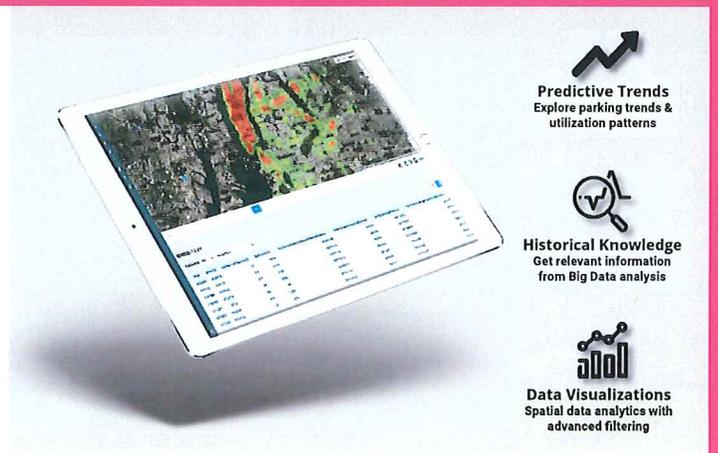
We help you benefit from the data you collect by connecting, relating, interpreting and presenting it in one simple interface.



Easy-to-Read
Dashboard

Track
Performance

Identify
Trends



Predictive Trends
Explore parking trends &
utilization patterns

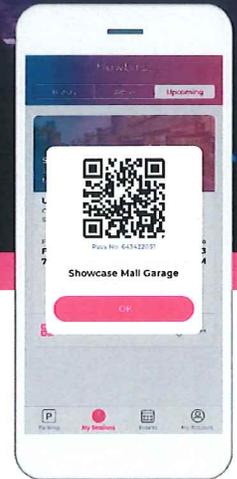
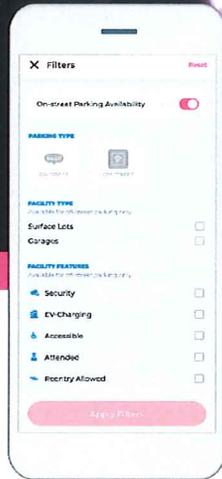
Historical Knowledge
Get relevant information
from Big Data analysis

Data Visualizations
Spatial data analytics with
advanced filtering

DON'T BE LATE TO THE PARTY

Flowbird and Arrive have joined forces to offer a "state of the art" solution for the US market to manage parking. Our ecosystem allows for complete control and remote management of:

- Event and Venue based reservations
- A frictionless experience at the parking facility with pre-validated ID's
- Integration with gated systems



Find parking easier and quicker by having visibility into on and off-street parking availability in one platform.

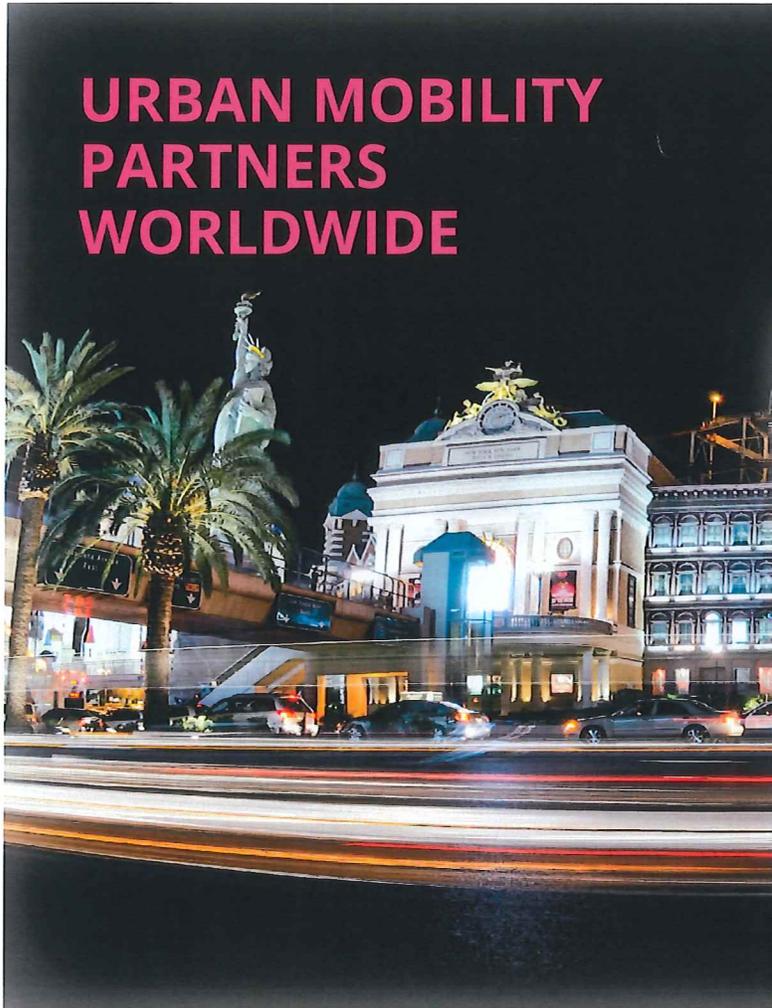
Highlight parking inventory and pricing and allow the driver to evaluate and choose between different options.

Users can search for parking locations by events that will be happening in their area. The app will display specific features (e.g. accessibility, EV charging, security) about local facilities.

Parking reservations allow users to decide and pay for the parking garage or lot of their choice before they leave their home.

URBAN MOBILITY PARTNERS WORLDWIDE

5,000+ partners in 75+ countries around the world.



Las Vegas

Flowbird stepped in to replace the city's mobile payment system with an enhanced mobility app. Now parkers can make on-street payments and enjoy a frictionless off-street experience, for a seamless and personalized user journey.

Paris

The City of Paris has been a Flowbird client for more than two decades. Flowbird systems help City staff control parking in 80,000 spaces downtown. The Flowbird app was recently added as a user-friendly payment option for parkers looking for added convenience.

Detroit

White branded as the 'ParkDetroit' app, the Flowbird solution allows drivers to search for optimal parking on a GPS enabled map, displaying the prices of all on and off-street locations. The Flowbird platform manages the integration of meter and mobile payments with the City's enforcement system.

Niagara Falls

Flowbird is a key mobile phone provider with 17 million transactions per year. Flowbird acts as the 'hub' for other providers towards enforcement systems, dispatching pricing policies and parking rules to the mobile phone providers.

Hong Kong

The Flowbird App platform was designed, deployed, and now managed in one of the world's most densely populated regions - Hong Kong. Flowbird provides innovative payment means with providers such as Union Pay, Alipay, WeChat integration and real-time on-street occupancy.

Brussels

Flowbird manages the multi-app parking solution for 19 cities across the country of Belgium, with the City of Brussels as the largest city in the system, centralizing 8 different mobile app providers. Flowbird consolidates the reporting and analysis of all transactions and integration with the enforcement solution, including the license plate recognition system.

*Innovating to make downtown travel
simpler, safer, and faster.*

flowbird.

40 Twosome Dr, Moorestown, NJ 08057
13190 56th Ct. #401 Clearwater, FL 33760
1-855-FLOWBRD | www.Flowbird.group

FLOWBIRD PERMIT



Flowbird Permit is a web based parking solution that simplifies the management of all types of parking permits as well as customizable permit solutions.



Wide Range of application

- Employee parking
- Residential parking
- Visitor parking
- Customized permit solutions

Integration with Flowbird GO! is an option for a great parking solution to mix temporary parking with longer parking permits.

www.flowbird.group

FLOWBIRD
Urban
Intelligence



Flowbird Permit

- Minimises administration, thanks to automated permit handling.
- Aggregated statistics to monitor revenue streams.
- Permits are issued in real time.
- Customisable for different types of permits, zones and tariffs.
- Customizable internal or external permit solutions
- View and manage all issued permits and historical changes.
- Secure web payment.
- Subscription based payment options available.

Flowbird Permit ensures a fast and flexible way to handle permits with a full control over revenue and statistics. A complete digital trail provides superior control of your parking operation.

Flowbird Permit simplifies administration and improves the issuing of permits, benefiting both issuers and motorists. Paperless permits are environmentally friendly and remove the cost of printing, distribution and fraud. Issued permits are instantly available in real time for motorists and enforcement officers which means that they are valid as soon as they are approved.

Flowbird Permit is customizable platform that handles all kind of permits from free guest permits that are issued on tablets to business permits only accessible on internal computers. Flowbird permit is a cloud based platform that provides access all day every day wherever your parking is located.

The motorist can register and manage their permits using the customer portal. The motorist will receive notifications and can easily purchase or renew permits.

The customer portal allows the motorist to move their permit temporarily or permanently, for example when their car is at maintenance or has been sold. If anything is unclear a discussion box is used to communicate with the operator.

Customer Portal

- Purchase or renew permits
- Chat with the operator
- Get notifications and reminders.
- Move permits between cars.



Swedavia, parking permits for visitors

Arlanda - Huvudkontor

Create a digital parking permit, no ticket is needed in the windshield
Enter the registration number and press Save. Permit valid for 4h.

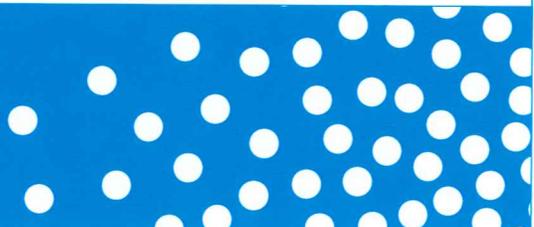
ABC123

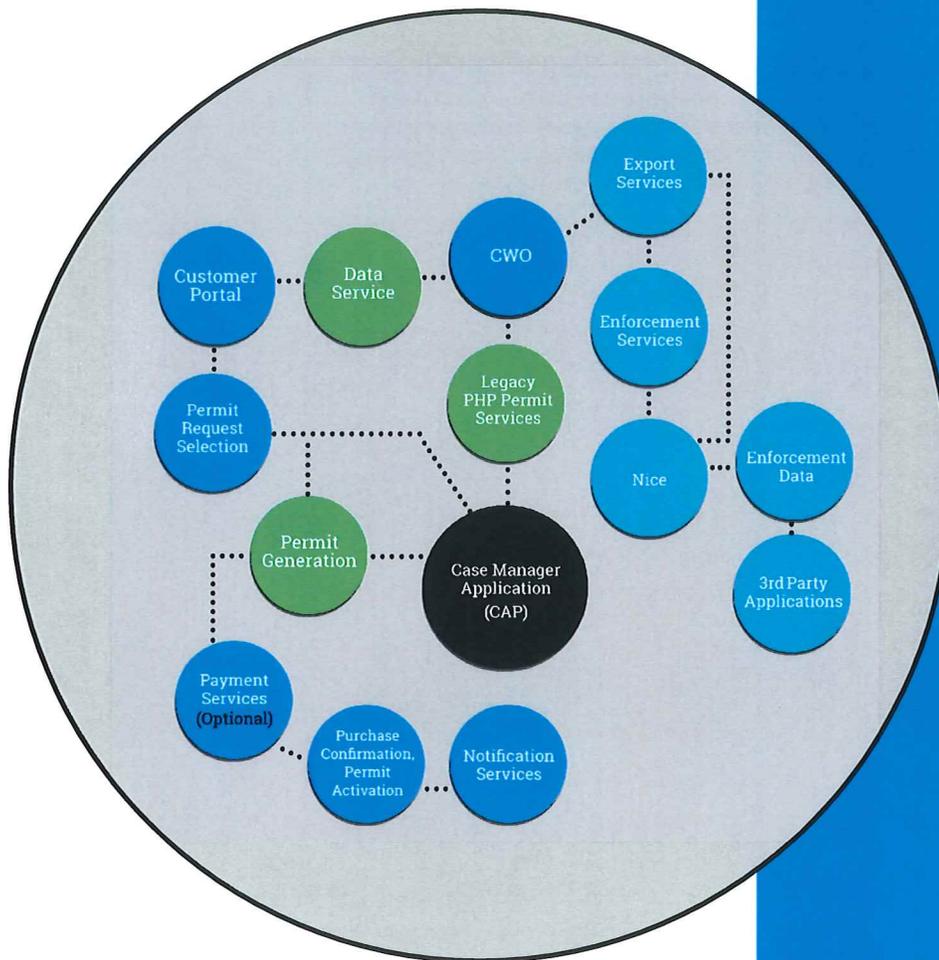
A	B	C	D	E	F	G	H	7	8	9	Save
I	J	K	L	M	N	O	P	4	5	6	
Q	R	S	T	U	V	W	X	1	2	3	Reset
Y	Z	Å	Ä	Ö	DEL				0		



Security is everything

Flowbird Permit is located within a secure server environment. No raw credit card information is ever stored in our servers, we use the latest encryption techniques to ensure your customers data is safe, and private.





13190 56th Court Suite 401, Clearwater, FL
40 Twosome Drive, Ste 7, Moorestown, NJ
1-855-FLOWBRD

www.flowbird.group



**TOWN OF FRANKLIN
BYLAW AMENDMENT 22-879
PARKING FINES**

A bylaw to amend the Code of the Town of Franklin at Chapter 170, Vehicles and Traffic, Appendix A, Fines.

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL THAT Chapter 170, Vehicles and Traffic, Appendix A, Fines of the Code of the Town of Franklin, is amended as follows:

Chapter 170 Vehicles and Traffic, Appendix A, Fines

**Appendix A
Fines**

Parking Violations	Fine
Restricted Prohibited Area	\$25.00
Parking within 10 feet of hydrant, entrance to fire station or fire lane	\$25.00 \$50.00
Obstructing a driveway	\$25.00
Obstructing a crosswalk	\$25.00
Obstructing a sidewalk	\$25.00
All-Night Parking, When Restricted	\$15.00 \$25.00
Snow Removal	\$15.00 \$25.00
Wrong Direction	\$15.00 \$25.00
Double Parking	\$25.00
Taxi Stand	\$15.00 \$25.00
Bus Stop	\$15.00 \$25.00
Parking within 20 feet of an intersection	\$25.00
Posted Handicapped Parking	\$125.00 \$150.00
Meter Overtime	\$15.00 \$25.00
Overtime Parking	\$15.00 \$25.00
Improper Parking	\$15.00 \$25.00
Unauthorized Parking	\$50.00

This bylaw amendment shall become effective on and after July 1, 2023.

DATED: _____, 2022

VOTED:

UNANIMOUS _____
 YES: _____ NO: _____
 ABSTAIN: _____
 ABSENT: _____

A True Record Attest:

**Nancy Danello, CMC
Town Clerk**

**Glenn Jones, Clerk
Franklin Town Council**

K. Police.

Service Fee	Rate
-------------	------

Municipal Parking Lot Parking Fee Rates shall be set by the Town Administrator ~~Parking permits:~~

Downtown merchant employee municipal lot	\$180 per quarter
Commuter rail municipal parking lot	\$180 per quarter

DOWNTOWN PARKING DISTRICT

Parking Zones On Public Ways*

- Merchant Permit 6am-2pm, M-F
- 2 HR 6am-10am, M-F
- 2 HR 8am-2pm, M-F
- No Parking

 Handicapped Parking

 Loading Zone

 Downtown Parking District

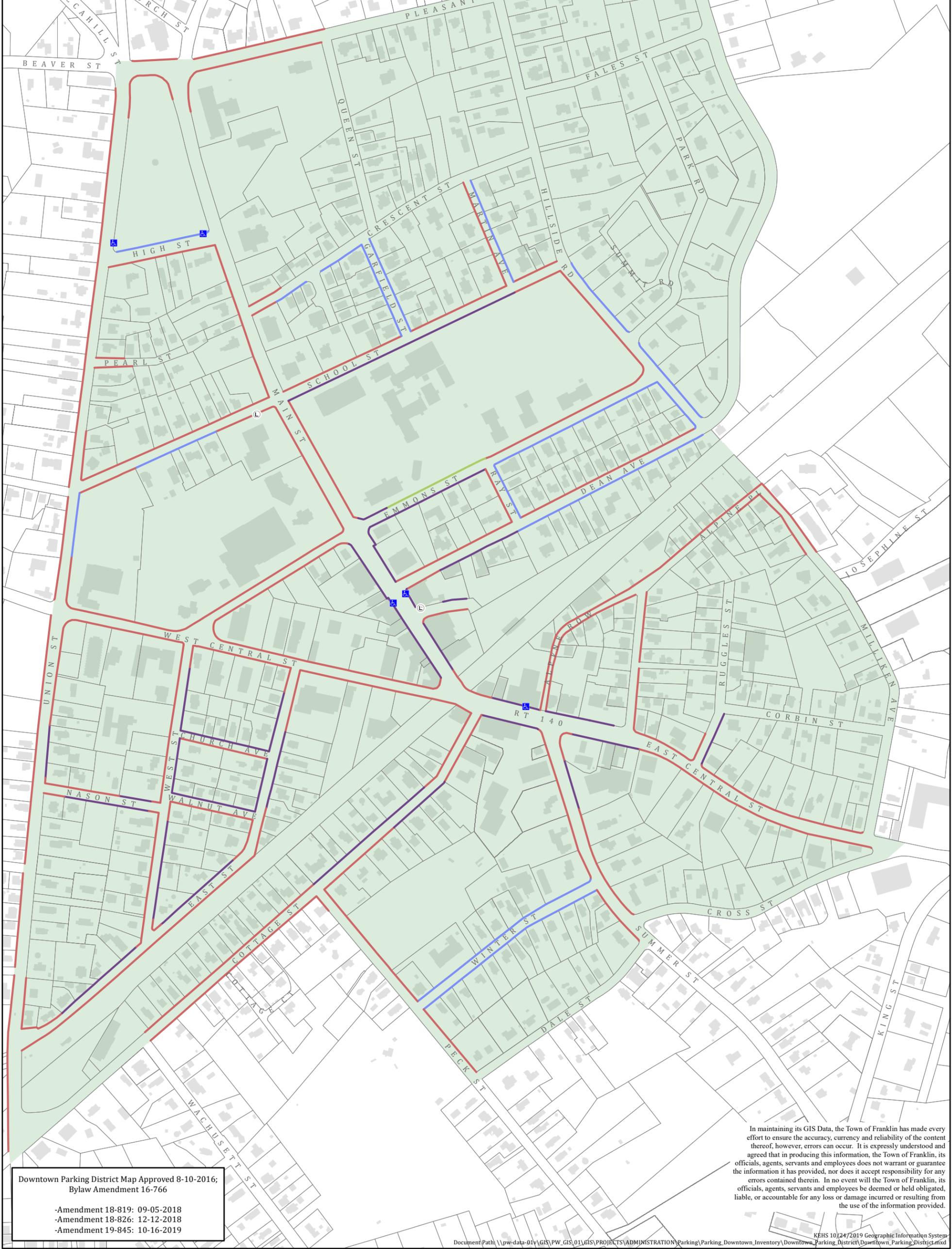
 Building

 Parcel



Franklin
MASSACHUSETTS

**All parking zones are subject to local bylaw §170-14, including, but not limited to, no parking within 20 feet of any intersecting way or 10 feet of a fire hydrant.*



Downtown Parking District Map Approved 8-10-2016;
Bylaw Amendment 16-766

- Amendment 18-819: 09-05-2018
- Amendment 18-826: 12-12-2018
- Amendment 19-845: 10-16-2019

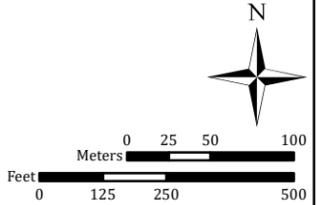
In maintaining its GIS Data, the Town of Franklin has made every effort to ensure the accuracy, currency and reliability of the content thereof, however, errors can occur. It is expressly understood and agreed that in producing this information, the Town of Franklin, its officials, agents, servants and employees does not warrant or guarantee the information it has provided, nor does it accept responsibility for any errors contained therein. In no event will the Town of Franklin, its officials, agents, servants and employees be deemed or held obligated, liable, or accountable for any loss or damage incurred or resulting from the use of the information provided.

DOWNTOWN PARKING DISTRICT

Proposed Parking

- 2 HR 8am-2pm, M-F
- 1 HR Parking 6am-6pm, M-Sat No Overnight
- No Parking

- Downtown Parking District
- Building
- Parcel



**All parking zones are subject to local bylaw §170-14, including, but not limited to, no parking within 20 feet of any intersecting way or 10 feet of a fire hydrant.*



Map created July 13th, 2016
 Revised July 31st, 2018
 Further Revised November 14th, 2018

Adopted by Town Council
 August 10th, 2016
 Bylaw Amendment §16-766

Prepared by the Town of Franklin
 Engineering Department - GIS

Davis Thayer Building Parking Lot
 51 Spaces
 No Overnight Parking: midnight - 6am

Library Parking Lot:
 No Overnight Parking: midnight - 6 am

Depot St Parking Lot:
 68 Spaces
 No Overnight Parking: midnight - 6am

Ferrara Parking Lot:
 21 Spaces
 No Overnight Parking: midnight - 6am

Downtown Parking District Map Approved 8-10-2016;
 Bylaw Amendment 16-766
 -Amendment 18-819: 09-05-2018
 -Amendment 18-826: 12-12-2018

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