

**MINUTES OF THE TRAFFIC COMMISSION MEETING  
HELD: MARCH 21, 2013 AT 10:00 A.M.  
HENRY HOOVER COMMITTEE ROOM, CITY HALL**

**1. PETITIONED ITEMS:**

**A. 16 Felton St. – Special Permit Community Day Center of Waltham, Inc.**

Conley Associates has compiled a Traffic Impact Report for this project. Att. Phil McCourt explained that this proposal needs a Special Permit from the City Council. The project, the former site of Francona's Pizza, consists of a first floor coffee shop and the second floor as a neighborhood lunch center for the homeless and counseling. No parking is provided on site. Traffic Engineer Michael Garvin stated the proposed use will generate fewer vehicle trips and traffic impacts will be less than the prior use. It was recommended that the Traffic Commission accept the traffic study and forward this recommendation to the City Council for their deliberations.

**Voted to accept this recommendation**

**B. 36 River St. – Removal of Farwell St. on-street parking**

Mr. David Perry, Senior Managing Director with Hines is requesting the removal of on-street parking as part of their Special Permit for #36 River St. This proposed development has already received a Special Permit for construction. One of the requirements is to construct a left turn lane on Farwell Street southbound at the site driveway, to allow vehicles to queue up to turn left while allowing through vehicles to continue past the queued vehicles. In order to accomplish the addition of a left turn lane, the on-street parking along the west side of Farwell Street needs to be removed. T.E. Mr. Garvin notified the residents of the west side, that parking may be removed from the street. Mr. DuBois 15-17 Farwell Street, attended the meeting. He stated that he preferred on-street parking but that it is not a hardship. There appears to be a minor "typo" error in the permit which states the parking needs to be removed from the **east side**, however, the understanding of all the parties is that parking on the west side needs to be prohibited. **Voted to table and seek clarification from the City Clerk's Office.**

**C Taxi Stands – Additional Spaces**

Ms. Vincie Kaupelis, is requesting additional Taxi Stands in the City. A Taxicab Stand is an area in the roadway in which certain taxicabs are authorized and required to park while waiting to be engaged. Ms. Kaupelis suggested downtown Moody Street, both north and south bound; the Bleachery Area (River Street shopping center), and Carter Street, where there are cab stands, that need to be re-painted. T.E. Mr. Garvin was assigned to review and recommend possible cab stands to be located where appropriate. **Voted to table.**

**D. The Guild 4th Annual "Trick or Treat Trot"**

Ms. Irene Coulumbe, Director of Development at The Guild is requesting permission to host this race on Saturday, October 26, 2013 at 10:30 AM. Lt. Cavallaro recommended approval of this road race. No streets to be blocked and there will be Police presence. It is expected to have approximately 150 participants. Voted to accept this review and forward a recommendation to the Mayor for a permit to issue.

**2. TABLED ITEMS:**

- A. Traffic Commission Policy – Revised Petition Policy (11/10)
- B. Review of Overnight Parking Enforcement & Policy – (2/11)(10/12)(12/12)
- C. Smith Street at Trapelo Road – Change in Lane Use (9/11)
- D. High St. at Newton St. – Traffic Signal Changes (3/12)
- E. Highland St. "Spur" at Curtis St. – Removal of "No Right Turn" Restriction (9/12)(10/12)

**F. Auxiliary Police (10/12) Voted to Remove from the Table**

Chief MacPherson explained that after consultation with the Law Department, he will request an amendment to have the Auxiliary Police placed under the Police Department's City Ordinance. **Voted to place this item on File**

**G. 60 Turner Street – Proposed Pedestrian Crosswalk (11/12)**

**3. DEPARTMENT REPORTS:**

**A. Parking Meter Report: . . . receipts continue slightly above last year's pace**

**B. Forest Street at Trapelo Road Update – Information Only**  
Construction hopefully to start around April 1; meetings with NSTAR have been conducted concerning moving poles;

**C. Main St. at Newton St. and Main St. at Lyman./Heard Sts. Update– Information Only**  
Work is being done to co-ordinate signals which is on-going

**D. Lyman Street at Summer Street – Traffic Signal Study (5/12)(12/12)**  
Right of Way issues still pending

**E. Transportation Master Plan (12/12)**  
The Traffic Commission's request for additional funding for the Master Plan has been rejected for the time being. The Mayor has requested that existing funds be spent before seeking additional funds.

**F. FY14 Budget: approved the following items in the budget request: change Part-time Principal Office Assistant to full-time; upgrade HMEO and MEO to the position of Painter; hire two temporary seasonal workers and increase the amount to outsource Thermoplastic line painting.**

**G: Opinion from Law Department pending relative to the Commission reviewing TIS for Zone Changes**

**AND ANY LATE FILED ITEM(S) THAT MAY COME BEFORE THE TRAFFIC COMMISSION.**

**4: 18 Dix Street – Removal of Handicapped Parking Space**

Home owner reports the HP party has passed away and the space is no longer needed.

**Voted to remove HP space at 18 Dix Street**

**Attendance: All members except Mr. Malone**

**Adjourned @: 10:46 AM**

**Respectfully Submitted:**

**Frank S. Lombardo, Clerk**

## Waltham Traffic Commission

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