

The Bradford Site Operations and Parking Plan.

I. Snow Removal.

- a. Clearing: Snow will be cleared by on site staff as needed on an ongoing basis or by a snow removal vendor depending on specific conditions. Snow will be removed from areas including but not limited to:
 - i. All parking areas
 - ii. Drive and road areas
 - iii. All public sidewalks.
 - iv. Pedestrian access to Horne Road.
 - v. Pedestrian access through the Winslow mall area (behind the Winslow)
 - vi. Emergency egress walk ways.
- b. Storage: Snow storage (when necessary) will be limited to areas of the property that will not impede the following:
 - i. All parking areas and spaces
 - ii. Pedestrian access on the Horne Road extension.
 - iii. Pedestrian access through the Winslow mall area (behind the Winslow)
 - iv. All public sidewalks.
 - v. Emergency egress walk ways.
- c. In the event that snow volume exceeds on site storage capacity snow will be removed from the site by a snow removal vendor.

II. Parking Management:

- a. Surface Parking:
 - i. The surface parking spaces located between the Winslow and Pomona Buildings shall be reserved for short term parking (up to one hour). 9 of 22 spaces (40%) will be designated for one or more commercial uses within Cushing Village.
 - ii. All of the remaining (13) spaces will be utilized by patrons or visitors to other properties within Cushing Square and shall not be designated to uses within Cushing Village. The operation and traffic control plan shall identify in reasonable detail the manner in which the time limits within all parking areas will be enforced by the Applicant. (8) of the spaces will be limited to 30-minute parking and the remaining (6) spaces shall be limited to one hour parking.
 - iii. All surface parking spaces shall be provided with signage stating the time limits of each space.
- b. Garage parking:
 - i. Intermediate Term Parking.
 1. A total of one hundred and four (104) parking spaces, which includes 50 Town Spaces, are provided for intermediate term parking.

2. All intermediate term parking shall be identified by signage as parking permitted for a two (2) hour time period during the hours of 8:00 a.m. and 7:00 p.m.
3. Intermediate term parking spaces shall be available without charge between the hours of 8:00 a.m. and 11:00 p.m. for use by the general public regardless of the destination intended by the party utilizing the parking space.
4. Town shall retain the right to issue on a monthly basis for a reasonable fee to businesses in the Cushing Square area up to thirty five (35) passes to use Town Spaces, which passes shall be prominently displayed on the dashboard or driver's side window of any vehicle for which the pass has been issued so as to permit said vehicle to park within the Parking Area to be used for intermediate term parking for a period of time of up to eight (8) hours (excluding in all events parking between the hours of 8:00 p.m. and 8:00 a.m.)

ii. Residential Parking:

1. Residential parking will be provided in accordance with the Parking Management agreement for the sole use of the residents The Bradford.
2. The residential parking spaces shall be separated from the public parking spaces by use of a gate or other mechanical devise.
3. The Property Manager or their designee shall coordinate use of these spaces.

iii. Maintenance:

1. On site Staff will perform daily inspections of the parking area to ensure that all areas are clean and safe, lighting is working properly, signage is maintained and trash is removed. Emergency exits will be maintained and fully operational.
2. Any maintenance work required to be performed by skilled tradesmen (i.e. plumbing or electrical) or requiring permits or other approvals will be coordinated by property staff.
3. Semi-annually the garage will be mechanically cleaned by a vendor with the use of a riding type vacuum cleaner/pressure washer.

c. Other Parking Management considerations:

- i. Site staff will make regular daily site inspections. If violation of the Fire Lane parking restriction are found site management will contact Belmont Police (if ticketing is required prior to removal). Once BPD has responded and if necessary issued citations the vehicle will be removed by towing service hired by the property Manager.

III. Deliveries:

- a. Commercial Deliveries: The Property Management shall coordinate all commercial deliveries. The hours for commercial deliveries and trash pick-up are as follows:
 - i. Monday through Friday from 7:00 AM to 6:00 PM
 - ii. Saturday from 8:00 AM to 5:00 PM.
 - iii. There shall be no trash pick-up on Sundays or federal legal holidays.
 - iv. Only on-street deliveries from Trapelo Road and Common Street shall be permitted on Sundays.
 - v. There shall be no deliveries on federal legal holidays.
- b. Residential Moving Vans: The Property Management shall act as "Move Coordinator" to coordinate all residential move-in and move-out activities. The hours for residential moves shall be:
 - i. Monday through Friday from 7:00 AM to 6:00 PM
 - ii. Saturday from 8:00 AM to 5:00 PM.

IV. Public Use of Outdoor Space: Property Management will consider requests for use of the public outdoor space on a case by case basis. Management and Staff will work with each requesting party to ensure the use of the outdoor space is in compliance with all Town and State Regulations and that public safety and access is maintained at all times. Those requesting use of the spaces will need to submit a written quest to the Property manager describing the specific use, dates and times the space will be used and may need to provide the follow:

- a. Plans of how the space will be occupied
- b. Certificates of insurance
- c. Police Details for traffic management
- d. Fire Watch if required.
- e. Other documents deemed necessary by the property management.

V. Public Transportation: Property Management will provide the following to each tenant in order to encourage the use of Public Transpiration:

- a. A "Move In" Package given to each tenant will include local area maps, bus schedules and description of public transportation in the area.
- b. Each Building's Residential Lobby will include and Message Board with Bus routes and Schedules and Ride Sharing information.
- c. Bicycle parking will be provided for use by the tenants.
- d. Site Staff will be familiar with all area public transportation and will be available to assist residents with questions concerning available services.