

KINGSTON BAY

SENIOR LIVING LLC

Kingston Bay-Cambria Parking Management Plan

March 1, 2013

1.0 INTRODUCTION

- 1.1 **Purpose:** The Lodge at Kingston Bay- Cambria has developed a Parking Management Plan (PMP) to control and manage parking associated with those employees, vendors And guests coming and going from site, and to remain consistent with Conditions of Approval for the MUP.
- 1.2 **Applicability:** This plan is applicable to all Kingston Bay-Cambria staff and guests who park on the Kingston Bay-Cambria site and commute to Kingston Bay-Cambria for work, to attend functions, or visit residents on site.
- 1.3 **Time-frame:** Parking restrictions are in effect at all times.
- 1.4 **Regulating authority:** Facility Manager shall be responsible for compliance with the Parking Management Plan. They can be reached at a number to be provided prior to facility opening.
- 1.5 **All resident families will be alerted to those portions of the parking management plan that relate to visitor parking. This will occur as part of the resident intake process. Resident family members will be expected to park on site when visiting resident family members.**
- 1.6 **Some residents of the project suffer from some level of dementia and do not drive. They will be transported to and from individual and group events by a dedicated facility van. Residents will not be allowed to maintain a parked vehicle on site.**

2.0 PARKING PERMITS

- 2.1 **Parking permits to be issued to full-time facility employees**
- 2.2 **Parking permits will be identified with a permit number, and the year in which the permit is deemed valid. Upon termination of employment, employees will be asked to surrender their permit to management.**

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- 2.3 Parking permits will expire on January 31st of each calendar year. New permits will be issued to employees commencing February 1st. A notice will be posted each February 1st, reiterating the policies included in this parking management plan.
- 2.4 Each employee will be issued one parking permit to be displayed prominently in their vehicle. Any unauthorized use of a parking permit, or identification of an unregistered vehicle could result in towing of said vehicle.
- 2.5 Employees are expected to park on site only when working or conducting business on site (ex: attending classes, volunteering, picking up pay-checks or delivering materials). Unauthorized overnight parking for employees not employed during a late night shift is prohibited.

3.0 No Parking Areas

The following color codes shall be used to identify parking and non-parking zones:

RED: Parking is never permitted in zones painted with a red curb, in front of driveways, or blocking vehicle lanes.

BLUE: Handicapped parking. For use by accessible van or vehicles with a valid accessible license or placard only.

YELLOW: This space is reserved for loading/unloading of passengers, or delivery of freight, not to exceed 30 minutes unless special dispensation has been received from management. Any vehicle parking in this space and not authorized will be subject to citation and towing.

4.0 VISITOR PARKING

- 4.1 Visitors may use spaces marked in yellow for short-term staging, picking up/dropping-off residents, or dropping off freight or personal items for resident use.
- 4.2 Families will be reminded once a year (communicated through newsletter) that visitor parking is provided on site.

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- 4.3 Special events. For select holidays during the year, Kingston Bay-Cambria resident families will be made aware, well in advance, that off-site parking will be made available. Families will be shuttled to a remote location to accommodate overflow. Impact to peak hour traffic or week day parking at Kingston Bay-Cambria is not expected.

5.0 DISPLAY OF PARKING PERMITS

- 5.1 Parking permits shall be affixed to the lower left corner of the rear window of the vehicle so that the permit is clearly visible from the outside of the vehicle. Any car parked on site that does not have a permit, or has not been cleared as a visitor, runs the risk of being towed. Owner of the unpermitted vehicle will be responsible for all costs associated with reclaiming their vehicle from the tow yard.
- 5.2 Rental vehicles or new vehicles replacing existing vehicles are required to have a parking permit or temporary parking permit if they are parked on-site. Management may allow temporary waivers from this requirement if employee submits temporary vehicle registration number at front desk.
- 5.3 Misuse of, fraudulent obtaining of, or unauthorized reproduction of a Kingston Bay-Cambria parking permit is prohibited and may result in immediate termination.
- 5.4 Abandoned or stored vehicles, other than the dedicated facilities van, are prohibited on site.

6.0 DELIVERIES

- 6.1 To the greatest extent feasible, all deliveries shall be staged on site. Exclusions include UPS, FedEx, or other independent delivery services that are not a regularly scheduled vendor delivery.

7.0 ALTERNATIVE TRANSPORTATION

- 7.1 Carpooling by employees on the same shift is also encouraged. Please refer to your employee manual for an updated incentive plan for all employees who commit to regular carpooling to and from work.

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- 7.2 Please refer to Traffic Solutions website, www.trafficsolutins.info for various tools related to carpooling, vanpooling and ride-share programs in our area. If you use alternative transportation to get to work at least once a week, and you are registered in the Traffic Solutions Emergency Ride Home Program, the cost of an emergency ride home is covered.
- 7.3 Lunch Facilities On-Site: To encourage use of alternative transportation, and to facilitate safe and healthy working conditions, Kingston Bay-Cambria will provide areas where employees can have lunch on site and have access to a refrigerator, microwave, sink, food preparation area, tables and chairs.