

WATERWORKS PARK, LLC

THE WATERWORKS COMMUNITY ACCESS PLAN

Dated: _____, 2005

DRAFT

1. MISSION STATEMENT

To provide, promote and encourage public access to, and community use of, certain areas of the property and buildings located at the former Chestnut Hill Waterworks Pumping Station on Beacon Street in Brighton, Massachusetts (“ Waterworks Park”).

2. GOAL AND OBJECTIVES OF THE COMMUNITY ACCESS PLAN

- To identify the areas of Waterworks Park that will be made accessible to the public;
- To provide regulations and procedures governing the public use of those areas of Waterworks Park that will be made accessible;
- To provide a road map that the owner and Property Manager can reference and modify, by approval of the Waterworks Preservation Trust, within the limits set forth in any and all easements, i.e., Conservation Easement and MWRA Surface and Subsurface Easement. Any and all modifications to the Community Access Plan may require additional approvals.

3. TYPES OF COMMUNITY SPACES AT WATERWORKS PARK

- The Grounds: As shown on Exhibit A attached hereto, portions of the property at Waterworks Park are subject to perpetual rights of easement, both conservation easements and access easements, for the greater benefit of the public. See Exhibit A for Site Accessible areas. Exterior areas of the site that are not accessible to the community are condominium patios and the Courtyards located in the Whitehall and the Watermark buildings.
- The Exhibit Hall & Shared Community Space: This space will have various exhibits on the ground floor that place the three restored engines in their proper historic context. Also located in this space will be Community Rooms and Meeting spaces. The basement will include public restrooms, workshop/storage space. The total sq-ft of the Exhibit Hall and shared Community Space including the basement is approximately 22,500 sq-ft. The community space on the first floor of the Exhibit Hall could be used as a café if a viable café operator can be found.
- Other than the areas shown on Exhibit A and the Exhibit Hall/Shared Community Space referenced above, all other areas at Waterworks Park are deemed to be “private-property” and not accessible to the community.
- The Public Bathrooms located in the High Service Building will be accessible to the public during operating hours of the Exhibit Hall and Community Space.

4. GOVERNANCE

- The owner of the Exhibit Hall and Shared Community Space will be a Non Profit organized and existing in accordance with Chapter 180 of the Massachusetts General Laws.

5. GENERAL INFORMATION

- **Introduction**

The Community Rooms and Exhibit Hall at Waterworks Park will be owned by the Non Profit and managed by a Property Manager. Until such a time that the Condominium Association has been formed and all trustees are in place, Peabody Properties will be the Property Manager. All questions regarding the Community Rooms should be directed to the owner or Property Manager.

- **Facility**

The High Service Building at Waterworks Park consists of residential condominiums, parking, and an Exhibit Hall with shared Community Space. The Exhibit Hall and Shared Community Space will have various exhibits on the ground floor. Also located in this space will be Community Rooms and Meeting spaces. The basement will include public restrooms, and Workshop/Storage space. The total sq-ft of the Exhibit Hall and Shared Community Space including the basement is approximately 22,500 sq-ft. The community space on the first floor of the Exhibit Hall could be used as a café if a viable café operator can be found. See Exhibit B for the HSB floor plans. All events and events sponsors must comply with all local, state and federal laws relative to the preparation and sale of all food and beverages in the Exhibit Hall/Shared Community Space.

- **Furnishings and Supplies**

The Community Rooms are equipped with basic conference amenities such as folding tables, chairs, and whiteboards. The kitchen area also has basic appliances and a sink. Users of the Community Rooms are asked to provide their own consumables and equipment as needed such as cups and utensils, dry-erase markers, etc. All furniture should be returned to their original room configuration at the end of the Community Room's use.

- **Kitchen Use**

The kitchen can be used for simple food preparation but not for cooking without prior approval. The kitchen area must be cleaned at the end of the rental. Please be considerate to other users if more than one Community Room is being used at the same time by different groups.

- **Trash Disposal and Cleaning**

Trash should be placed in receptacles provided. Filled garbage bags should be securely tied and placed in the kitchen or other appropriate areas for pick-up by cleaning staff. Material left behind will be tossed out.

- **Parking**

There are designated spaces on site that can be used by the Community Room

users and the Exhibit Hall. 30 parking spaces will be made available to the Exhibit Hall and shared Community Space. The number of parking spaces is subject to change if an alternative use to residential, i.e., commercial, is programmed for the non Community/Exhibit Hall space. See Exhibit C, Proposed Parking Plan for the Exhibit Hall and Shared Community Space.

- **Contact**

Please contact the property manager for additional information or to submit a Community Room use application. Until such a time that the Condominium Association has been formed and all trustees are in place, Peabody Properties will be the Property Manager.

- **Role of the Property Manager**

The Property Manager or some other entity designated by the Owner will be responsible for insuring that the Exhibit Hall and Community Space are open and functioning as dictated by the use of the space. All access to the Exhibit Hall and Community Space will be organized through the Property Manager or some other entity designated by the Owner.

6. POLICIES

- All Users of the Community Rooms at Waterworks Park must complete an Application for use of The Community Rooms at Waterworks Park See Exhibit D for a proposed Application format.
- Preference in the scheduling of the Community Room shall be given to (i) non-profit, Civic and Community organizations based in Allston Brighton, Newton, and Brookline (ii) Allston Brighton, Newton, and Brookline residents.
- Parties using the Community Rooms must supply their own food, paper supplies, and serving utensils. Supplies in the kitchen are the property of the owner.
- An adult must accompany children under 18 using the rooms and a group leader must accompany all groups. There must be one point of contact for the owner or Property Manager.
- Serving or consuming of alcoholic beverages in or around the Community Rooms and Exhibit Hall is prohibited at all times, unless proper permits are obtained.
- Smoking is prohibited in or around the Community Rooms and the Exhibit Hall at all times.
- Decorations on wall must be hung using removable tape. No duct tape, nails, pushpins, or any other materials that will damage the walls, windows, partitions, and white boards are allowed.
- Guests (adults and/or children) using the Community Rooms and Exhibit Hall must not roam other areas around the building or on the grounds deemed not accessible to the Community.
- Regular Operation Hours:

- Community Rooms, by Appointment between the hours of 8am and 9pm, Monday through Friday.
 - Exhibit Hall 25 Hours per week, Wednesday Through Friday 10:00 AM to 3:00PM and Saturday and Sunday 12:00pm to 5:00pm.
 - Times of operation may be modified in the future at the discretion of the Owner.
- Minimum notice required to schedule Community Meetings is 48 hours in advance of the meeting time.
 - Maximum Capacity: Assuming, 780 CMR: State Board Building Regulations and Standards, The Massachusetts Building Code, Table 1008.1.2, Pg. 176.
 - Café/Community Room A (878 sq-ft) @ 30/sq-ft per person is equal to a capacity of approximately 30 people (assumption).
 - 2nd Floor Community Room B (1,058 sq-ft) @ 20/sq-ft per person is equal to a capacity of approximately 50 people (based on State Board Building Regulations and Standards, Table 1008.1.2, pg. 176).
 - Observation Deck (1,155) @ 20/sq-ft per person is equal to a capacity of approximately 55 people (based on State Board Building Regulations and Standards, Table 1008.1.2, pg. 176).
 - Exhibit Hall (sq-ft) TBD
 - The Community Rooms cannot be used for illegal activities.
 - The designated representative of the organization must be present at all times during the use of the Community Rooms.
 - The user is responsible for returning the room and the kitchen area to their original state of cleanliness and configuration. All access to the community room should be locked and secured at the end of the rental unless otherwise instructed by the management company, Peabody Properties (until such a time that the condominium association has been formed and all trustees are in place).
 - Fee (for first 3-hours of use or less, including preparation time; subject to change)
 - 1st Floor Community Room: \$0 for community use / \$100/hr with a cap of \$500/day for private or business functions.
 - 2nd Floor Community Room: \$0 for community use / \$100/hr with a cap of \$500/day for private or business functions.
 - Observation Deck: \$0 for community use / \$100/hr with a cap of \$500/day for private or business functions.
 - Use exceeding three hours will be charged a prorated fee in one-hour increments. A security deposit of \$100 will be required for all rentals. Any unauthorized or improper use of the facility, or any use of the facility in violation of these policies (including the failure to return the room to its original state after use) may result in the loss of this

deposit. No charge is applied for use of the Community Rooms or the Exhibit Hall by Allston Brighton, Newton and Brookline Community Organizations, Civic Groups and Non Profit Organizations.

Exhibit A

Site Accessible Areas Map

(SEE EXHIBIT D)

Exhibit B

HSB Floor Plans

(SEE EXHIBIT C)

Exhibit C

Community Room and Exhibit Hall Parking Plan

(SEE EXHIBIT E)

Exhibit D

Application for use of The Community Rooms at Waterworks Park

Name : _____ Date of Application : _____

Organization : _____

Address : _____ Zip : _____

Phone No. : _____ Fax No. : _____ E-mail : _____

Date Requested : _____ Hours of Use From: _____ To: _____

Purpose of Event: _____ No. of Guests : _____

Designated Representative (if different from above): _____

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- Parties using the Community Rooms must supply their own food, paper supplies, and serving utensils. Supplies in the kitchen are the property of the owner.
- An adult must accompany children under 18 using the rooms and a group leader must accompany all groups. There must be one point of contact for the owner or Property Manager.
- Serving or consuming of alcoholic beverages in or around the Community Rooms and Exhibit Hall is prohibited at all times, unless proper permits are obtained.
- Smoking is prohibited in or around the Community Rooms and the Exhibit Hall at all times.
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 - Use exceeding three hours will be charged a prorated fee in one-hour increments. A security deposit of \$100 will be required for all rentals. Any unauthorized or improper use of the facility, or any use of the facility in violation of these policies (including the failure to return the room to its original state after use) may result in the loss of this deposit. No charge is applied for use of the Community Rooms or the Exhibit Hall by Allston Brighton, Newton and Brookline Community Organizations, Civic Groups and Non Profit Organizations.

- Open to discuss, I think that we should include surrounding towns, i.e., Newton, Brookline, and Allston-Brighton Non profits civic and community groups. All Users of the Community Rooms at Waterworks Park must complete an Application for use of The Community Rooms at Waterworks Park See Exhibit D for a proposed Application format.
- Preference in the scheduling of the Community Room shall be given to (i) non-profit, Civic and Community organizations based in Allston Brighton, Newton, and Brookline (ii) Allston Brighton, Newton, and Brookline residents.
- Parties using the Community Rooms must supply their own food, paper supplies, and serving utensils. Supplies in the kitchen are the property of the management company, Peabody Properties (until such a time that the condominium association has been formed and all trustees are in place) or the WPT, and are not included in the rental.
- An adult must accompany children under 18 using the rooms and a group leader must accompany all groups. One point of contact for NP-A or the management company.

However, if a group of 16 - and 17 – year olds, such as a school or youth community group, wishes to use the space, they should be required to have adult supervision.

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- Smoking is prohibited in or around the Community Rooms and the Exhibit Hall at all times.
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 - Exhibit Hall 25 Hours per week, Wednesday Through Friday 10:00 AM to 3:00PM and Saturday and Sunday 12:00pm to 5:00pm. (this may be modified in the future at the discretion of the NP-A).
 - .Minimum notice required to schedule Community Meetings 48 hours in advance of the meeting time.

- Maximum Capacity: Assuming 20 sq-ft per person (Section will be modified to include revised sq-ft numbers)
 - Community Room A (1,430 sq-ft) 72 seated
 - 2nd Floor Community Room B (1,892 sq-ft) 95 seated
 - 1st Floor Round Community Room (227 sq-ft) 11 seated
 - Observation Deck (917 sq – ft) 46 people
 - Exhibit Hall (8,171 sq-ft) TBD
- The Community Rooms cannot be used for illegal activities.
- The designated representative of the organization must be present at all times during the use of the Community Rooms.
- The user is responsible for returning the room and the kitchen area to their original state of cleanliness and configuration. All access to the community room should be locked and secured at the end of the rental unless otherwise instructed by the management company, Peabody Properties (until such a time that the condominium association has been formed and all trustees are in place).
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Agreed by User: _____ Date: _____

Conference Room Assigned: _____ Key Assigned: _____ Key Returned: _____ Fee: \$ _____ Deposit Received: \$ _____ Deposit Returned: _____
