



December 29, 2025

**Whitinsville Social Library - Renovation and Expansion  
MCLPC Level of Design Parking Memorandum**

The Whitinsville Social Library is located in a fully developed downtown area with limited capacity for off-street parking on library-owned property. On-site library parking (40 spaces) will be supplemented by a shared parking agreement with the adjacent Village Congregational Church (19 spaces), as well as the use of town-owned public on-street parking provided by the Town of Northbridge (114 spaces within a 500-foot radius).

Letters of support from the Village Congregational Church and the Town of Northbridge are attached.

The following provides a more detailed description of parking requirements and the proposed parking strategy, as shared with the Church and the Town as the basis for their support.

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Under the Town of Northbridge Zoning Regulations §173-27, Table C, the library is required to provide 62 off-street parking spaces. The table specifies "1 space per 300 square feet of nsf," and based on the current floor plans, which total approximately 18,500 nsf, the minimum requirement is 62 spaces.

The existing library is located in a fully developed downtown area and does not have the capacity to accommodate 62 off-street spaces on library-owned property. The proposed design provides 40 off-street parking spaces on the library site for use by patrons. An additional 19 off-street spaces would be available through a shared-use agreement with the neighboring Village Congregational Church. The Church and library properties would maintain a connected parking layout with common ingress and egress from Church Street and Cottage Street. Because the Church and library have staggered peak demand times, the shared arrangement offers an efficient and mutually beneficial parking solution.

Altogether, the proposed plan provides 59 off-street parking spaces, including those shared with the Church. In addition, approximately 114 on-street parking spaces are available within a short walking distance of the library.

Because the conceptual site plan currently provides 40 on-site parking spaces, the project will require relief through a Special Permit in accordance with Zoning Regulations §173-27,

Section G, Exceptions. Permit level drawings will be developed and coordinated with Town agencies following MBLC approval to enter the Construction phase of the library grant program, currently estimated for 2028.

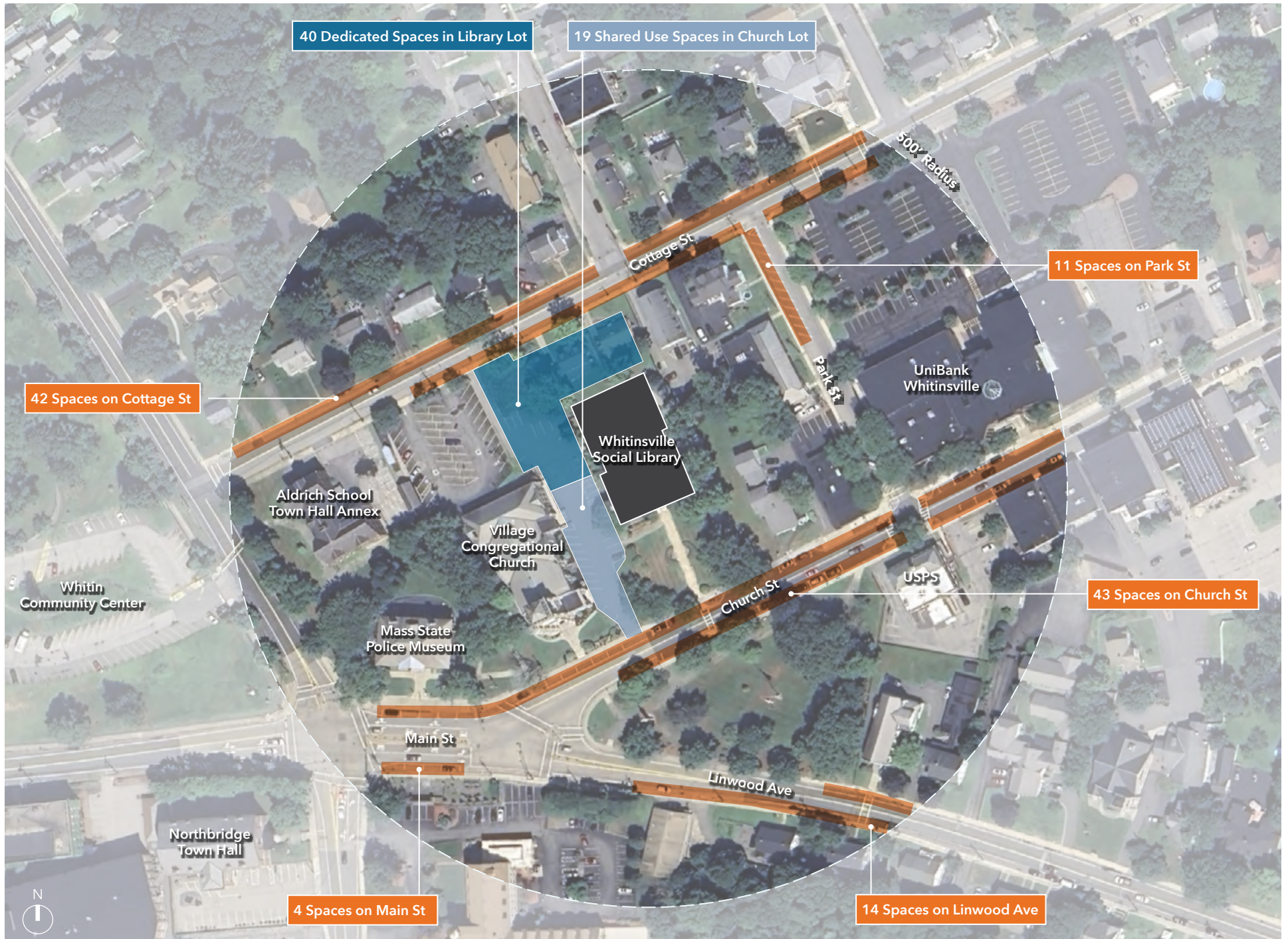
The library may also explore additional supplementary parking options in the future, including a potential shared-use agreement with the privately owned 42-space lot immediately west of the site on Cottage Street.

I hope this information is helpful at this preliminary stage. We look forward to presenting more detailed plans as the project progresses. Please feel free to contact me if you would like to discuss this further.

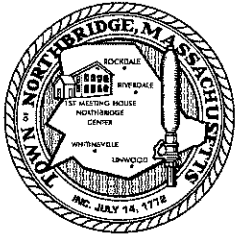
Kind Regards,

Noel Murphy, AIA  
Senior Associate  
Oudens Ello Architecture

Attachment: *Whitinsville Social Library Parking Map.pdf*  
*WSL - Parking Approval Letter - Town.pdf*  
*WSL - Parking Approval Letter - Church.pdf*



- Dedicated Library Spaces: 40 spaces
- Shared Use Spaces: 19 spaces
- Public Street Parking (500' radius): 114 spaces



**TOWN OF NORTHBRIDGE**  
**OFFICE OF THE INSPECTOR OF BUILDINGS**  
1679 Providence Road  
Northbridge, MA 01534  
(508) 234-6577

December 17, 2025

Noel Murphy  
Senior Associate  
Oudens Ello Architecture, LLC  
46 Waltham Street, Suite 4A  
Boston, MA 02118

Re: Whitinsville Social Library


Dear Mr. Murphy:

I have reviewed the proposed plans for the Whitinsville Social Library renovation and expansion, including the proposed site plan. The proposed site plan shows 40 off-street parking spaces while the Zoning By-Law requires a minimum of 62 spaces per the Architect's code review.

You have referenced the Zoning By-Law and the avenues of parking relief which are available through the Zoning By-Law including the Special Permit process and the possibility of shared parking, there is also on-street parking available.

The project will require Site Plan from the Planning Board and most likely a Special Permit from the Zoning Board of Appeals. I believe the project has support from the community and the insufficient number parking spaces will be resolved through the permitting process.

Sincerely,

  
James Sheehan, Jr.  
Inspector of Buildings



**THE VILLAGE CONGREGATIONAL CHURCH**  
UNITED CHURCH OF CHRIST — OPEN AND AFFIRMING CHURCH  
5 CHURCH STREET, P.O. Box 217  
WHITINSVILLE, MA 01588  
508.234.7901 Email: [office@vccucc.org](mailto:office@vccucc.org) [www.vccucc.org](http://www.vccucc.org)



December 29, 2025

Noel Murphy  
Oudens Ello Architecture, LLC  
46 Waltham street, Suite 4A  
Boston, MA 02118

Dear Mr. Murphy:

We have reviewed your correspondence of December 10, 2025, requesting confirmation of your request for the Village Congregational Church (VCC) to support a potential "shared use agreement" between the VCC and the Whitinsville Social Library in order to proceed with necessary filings for the proposed expansion of the library building.

This letter serves as support for your request based on the statement in your correspondence that the VCC's support is "non-binding" at this time. A definitive agreement may require approval of the VCC Governing Board and VCC members.

Best Regards,

A handwritten signature in black ink, appearing to read "V. Osterman", is written over the typed name and title.

Vincent Osterman  
Moderator