

Burlington Planning Commission

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~~Erhard Mahnke~~
Ryan Nick
Alexander Friend
~~Michael Gaughan~~
Erin Malone
Julia Randall

Burlington Planning Commission

Tuesday, July 9, 2024, 6:30 PM

Remote & Virtual Meeting via Zoom

In person option available:

Bushor Conference Room (Room 102), 1st Floor of City Hall, 149 Church St.

To Join the Meeting on a Computer

Link: <https://zoom.us/j/97941883790?pwd=bGZBNzNyV1liL3p5NkhIL2dqUFIzd09>

Passcode: 658929

To Join the Meeting on a Phone

Number: +1 646 931 3860 US Meeting ID: 979 4188 3790

1. Agenda

2. Public Forum

Subject	2.1. Speakers will be limited to no more than 3 minutes during the public forum.
Meeting	July 9, 2024 - Agenda - Tuesday, July 9, 2024, 6:30 PM, Burlington Planning Commission
Category	2. Public Forum
Department	Planning
Type	

3. Chair's Report

4. Director's Report

5. Proposed CDO Amendment: ZA-24-04 Neighborhood Code Part 2A

Subject	5.1. Proposed CDO Amendment: ZA-24-04 Neighborhood Code Part 2A
Meeting	July 9, 2024 - Agenda - Tuesday, July 9, 2024, 6:30 PM, Burlington Planning Commission

Category	5. Proposed CDO Amendment: ZA-24-04 Neighborhood Code Part 2A
Department	Planning
Type	Ordinance - Second Reading
Recommended Action	Ask questions and provide feedback on the draft amendment. Warn the amendment for a public hearing and approve the municipal bylaw amendment

6. Annual Organizational Meeting

Subject	6.1. The Commission will hold its annual organizational meeting to elect officers and appoint members to its committees to serve for FY2025. • Election of Officers: Chair & Vice Chair • Election of Executive Committee At-Large Member • Appointment of Commission Clerk: Charles Dillard • Appointment of Committees: ○ Long Range Planning Committee ▪ One member of the PC Executive Committee and Two At-Large Members ▪ One member of the DRB ▪ One member of the Conservation Board ○ Ordinance Committee ▪ One member of PC Executive Committee and Two At-Large Members ▪ Two additional members from DRB, DAB, or CB
Meeting	July 9, 2024 - Agenda - Tuesday, July 9, 2024, 6:30 PM, Burlington Planning Commission
Category	6. Annual Organizational Meeting
Department	Planning
Type	
Recommended Action	

7. Joint Institutional Parking Management Plan

Subject	7.1. Joint Institutional Parking Management Plan
Meeting	July 9, 2024 - Agenda - Tuesday, July 9, 2024, 6:30 PM, Burlington Planning Commission
Category	7. Joint Institutional Parking Management Plan
Department	Planning
Type	
Recommended Action	Receive the report; no action required

8. Commissioner Items

9. Adopt Minutes

Subject	9.1. Review and accept the 6/25 Planning Commission minutes
Meeting	July 9, 2024 - Agenda - Tuesday, July 9, 2024, 6:30 PM, Burlington Planning Commission
Category	9. Adopt Minutes
Department	Planning
Type	

10. Communications

10.1. Review and accept the communications

11. Adjournment

Guidance for Participating in a Virtual Planning Commission Meeting

As social distancing measures to preserve public health and safety continue to be required to prevent the spread of COVID-19, or are recommended as a standard practice, the Office of City Planning will be supporting the Planning Commission to conduct their meetings online via Zoom. Here is information about how to join a virtual meeting, and what to expect while participating.

General Guidance for Public Participation

Please remember that in this digital meeting environment, meetings are open to the public and anyone may be watching or listening even if you cannot see them. Meetings will be recorded, and both the recording and chat content of the meeting will be maintained as a public record.

Please ensure your display photo and screen name are professional, such as using your first and last name. Please test your audio and video prior to the start of a meeting, and familiarize yourself with how to join a meeting by your chosen method. And finally, please be patient with us. Technology doesn't always work as planned, and we are all learning how to hold a successful virtual meeting!

How to Join a Virtual Meeting

Zoom allows participation via either computer or telephone. Each agenda for a meeting that will be conducted virtually will include details about how to join via either of these options, including a web address, phone number, Meeting ID, and password.

If you participate via computer, you have the option of seeing Commissioner videos and any presentation materials that may be shared. If you use either a standard phone or cell phone to call in, you will only hear the audio portion of the meeting. If you join via a smartphone, you may have the option to download the Zoom app, which will enable you to see and hear the meeting.

How to Participate in a Virtual Meeting

During meetings, only Planning Commission members and limited staff members will be viewed on video. Members of the public attending a meeting will be muted, except when invited to speak during public forum or a public hearing. Whether members of the public can speak at other times during the meeting is the discretion of the Chair.

If you want to speak during public forum, please take the following steps to assist us in making this process run as smoothly as possible:

- Email staff at cdillard@burlingtonvt.gov by 5pm on the day before a meeting to indicate your interest in speaking. You do not need to provide your comments. Staff will enable your microphone as your name is called from a list of interested speakers.
- During a meeting, you can use the "Raise Hand" feature, or indicate in a chat message that you wish to speak during public forum. Staff will enable your microphone as your name is called.
- If you are interested in submitting your comments in writing instead of speaking during the meeting, you may do so by 5pm the day before a meeting, they will be forwarded to the Commissioners ahead of the meeting.

TO: Burlington Planning Commission
FROM: Charles Dillard, AICP, Principal Planner
Sarah Morgan, Planner
DATE: July 9, 2024
RE: Proposed ZA-24-04 Neighborhood Code Part 2

Overview & Background

The City Council adopted ZA-24-02 (Neighborhood Code) at its March 25, 2024 meeting. This amendment creates a new framework for the city's residential zoning districts that enables a range of housing types, including single-family, ADUs, duplex through four-unit developments, and townhouses and small multi-unit buildings. These amendments enable greater flexibility for existing homes as well as a range of housing options within neighborhoods, create new zoning standards along transportation corridors identified in *planBTV*, and comply with Act 47 of 2023 of the VT Legislature.

During its discussion of the proposed Neighborhood Code amendments in fall and winter 2023, the Joint Neighborhood Code Committee bifurcated the Code to facilitate discussion of the Code's core concepts while reserving later discussion for a second package of amendments. Part One, those amendments adopted in March, addresses substantive changes to Article 4 and Appendix A, as well as other sections. Those changes evolved the residential zoning district standards, allowable uses, and district boundaries. This amendment, ZA-24-04, addresses the first series of additional amendments to incorporate the Neighborhood Code into other sections of the CDO, as well as to address technical corrections from ZA-24-02.

Neighborhood Code Part 2 Amendments

A number of related standards need to be addressed throughout the CDO. Many of these were originally included in the "Relationship of Core Zoning Recommendations to other Ordinance Details" chart used in Joint Committee discussions, and some have emerged from additional public discussion at the hearings for Part 1 as well as from inquiries following the adoption of the code.

The purpose of Part 2 of the Neighborhood Code is to explore technical details and related standards necessary for implementing neighborhood-scale infill development across Burlington. Unlike Part 1 of the Neighborhood Code, recommendations will come from the Planning Commission as four or more separate amendments, detailed below. Using the general direction from past discussions of the Joint Committee, the Planning Commission, either as a body or through its Ordinance Committee, can review or make recommendations for these related standards within each proposed amendment.

Neighborhood Code Part 2-A: Secondary Structures, Planned Unit Developments, and Technical Corrections

Per the request of the City Council on March 25th, the Commission has discussed considerations related to the allowance of secondary structures in the Residential Districts, including but not limited to the following topics:

- Height of secondary structures relative to primary structures
- The context of secondary buildings in historic districts or on a lot with a listed structure
- The relationship between secondary buildings allowed in the residential standards and citywide provisions for Accessory Dwelling Units (ADUs)
- Considerations for allowing existing non-conforming and non-residential buildings that are encroaching in setbacks to be converted and/or vertically expanded through additional height

This amendment will also modify Planned Unit Development standards, including consideration of a threshold for lot/project size in the Residential districts, as well as development intensity, permitted uses, and other topics as identified. Lastly, this initial amendment will provide clarifications and corrections relevant to the process and implementation of Neighborhood Code Part 1, including:

- Additional miscellaneous definitions to clarify and support consistent implementation of new standards, including what is counted with the maximum "building footprint"
- Consolidation of the applicability of Design Review and the Design Review Overlay zone into one section that provides clearer expectations of what is subject to review
- Possible situations where exceptions to maximum building footprint standards may be considered
- Technical Corrections, including clarifying the Residential Corridor Zone purpose statement to require frontage on a major thoroughfare; updating zoning for Starr Farm Park; internal reference correction

During the course of several meetings, the Commission has discussed the aforementioned proposed Part 2-A topics. Ultimately, the Neighborhood Code Part 2A amendment addresses the standards outlined below and issues while leaving some existing and previously adopted standards unchanged.

Neighborhood Code Part 2-B: Lot Subdivisions

There is a demand to provide housing typologies such as Cottage Courts and townhouses, as well as unique subdivision types that could create land use efficiencies and facilitate infill housing development. This amendment package will focus on the following topics:

- Flag Lot and fee-simple small lot standards, including site and lot dimensions, frontage, and access
- Other standards that allow subdivision to facilitate fee-simple ownership of lots under duplex, townhouse, and cottage court housing types
- Cottage Court standards, including site and lot dimensions, frontage, access, development intensity, open space, and other topics as identified
- Townhouse and fee-simple duplex standards, including site, lot and building dimensions, frontage, access, development intensity and other topics as identified

Neighborhood Code Part 2-C: Residential Corridors and Neighborhood Commercial Uses

The Neighborhood Code initiative focuses on housing standards. However, consistent with *planBTV*'s call for appropriate and contextual neighborhood evolution and following requests to expand allowable uses within residential districts, this amendment will explore the following topics related to non-residential uses and the transitions between residential districts and mixed-use development.

- The potential expansion of what factors warrant Residential Corridor zone designation and the identification of other applicable locations for this district
- Consideration of the transition of heights/intensities of development and mixed-use allowances of existing mixed-use districts adjacent to the new Residential Corridor district (i.e. neighborhood mixed-use and neighborhood activity center districts)
- Re-visit use table allowances for residential districts across the city

As noted below under "Other Relevant Topics + Related Planning Projects," the upcoming *planBTV*: New North End will be an opportunity to explore expanded mixed-use and commercial development within New North End neighborhoods. Zoning amendments specific to the New North End should be informed by that planning process, which will commence in fall 2024, with anticipated completion in 2026.

Neighborhood Code Part 2-D: Residential Parking Standards

This amendment will explore parking standards, including potential additional flexibility to allow stacked parking (3+ cars in a row) for residential developments and/or consideration of infill-related parking impacts in neighborhoods with high parking demand. This amendment will also provide an opportunity to implement recommendations following the Citywide Transportation Options Study.

Other Relevant Topics + Related Planning Projects

Throughout the Joint Committee discussions, a number of questions and related issues were raised that are not within the core focus of the Neighborhood Code or relate to issues that staff strongly recommends should be discussed in other plans and studies on the near horizon before the Commission provides recommendations. These upcoming planning projects, anticipated start dates, and requested discussion topics include the following:

- The impact on infill implementation resulting from existing regulations for historic properties (*planBTV*: Historic Preservation Plan, Fall 2024)
- Opportunities for expanded mixed-use and neighborhood commercial development in the New North End, including building scale and land use mix for the topics below (*planBTV*: New North End, fall 2024).
 - Large site redevelopment along the North Avenue Corridor, including the overall scale of development and mix of uses
 - Potential for small mixed-use and/or commercial nodes within neighborhoods and/or within close proximity to the Burlington Greenway
- How to ensure access to greenspace across all of Burlington's neighborhoods, including corridors and greenways that provide connectivity and mobility for both people and wildlife (Open Space Plan, Summer 2024)

Finally, some requested discussion topics must be carried out in conjunction with other departments. These topics are broad in scope and involve policies outside of, but adjacent to, the purview of the Planning Commission. In most cases, conversations are already underway with other departments and community stakeholders to strategize how to effectively accomplish these goals.

- Stormwater and wastewater impacts resulting from infill development, including consideration of the need for development review criteria and whether change to Chapter 26 (stormwater) may be needed to address and accelerate residential-scale and neighborhood-green stormwater infrastructure solutions (Note: this must be undertaken in conjunction with DPW-Water division)
- Consideration for whether or not Article 9 Inclusionary Zoning should apply to lots with two structures exceeding 5 units, where the number of units in each building individually would not require IZ (Note: several IZ updates are under consideration currently, and the discussion should include how this question relates to IZ updates)
- Solutions to address implementation feasibility and homeownership opportunities, including:
 - Technical and financial assistance for "small" developers/homeowner developers to help build new homes at this scale
 - Homeownership incentives (funding and other policies not in the purview of zoning) to support first-time homebuyers and owner occupancy of multi-unit infill developments
 - Consider whether building/fire code exceptions/alternative approaches have applicability for implementing middle housing types (i.e. sprinklers, stairs, etc.)
 - Review the role that condo conversion plays in prohibiting homeownership

Proposed Amendment: ZA-24-04

Amendment Type

Text Amendment	Map Amendment	Text & Map Amendment
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Purpose Statement

This amendment augments Neighborhood Code Part 1 by making technical corrections to various standards for Residential Districts, clarifies the relationship between secondary buildings allowed in the residential standards and citywide provisions for secondary structures, streamlines ordinance sections related to Design Review applicability, and addresses standards for Planned Unit Developments and residential development bonuses..

Proposed Amendments

The following amendments to the *Burlington Comprehensive Development Ordinance* are included in this proposal:

1) Amends Article 3 – Application, Permits, and Project Reviews and Article 4 - Zoning Maps and Districts to clarify design review standards and expectations

- Consolidates the applicability of Design Review and the Design Review Overlay zone into one section that provides clearer expectations of what is subject to review. In doing so, the amendment amends Sec. 3.4.2, deletes Sec. 4.5.1 Design Review Overlay District and moves Map 4.5.1-1 Design Review Overlay to become Map 3.4.2-1.

2) Amends Article 4 – Zoning Maps and Districts to make the following technical corrections and clarifications:

- Amends Sec. 4.3.1 to confirm that the Residential Corridor (RC) district, where mapped, apply only to properties with frontage on North Avenue, Colchester Avenue or Shelburne Street.
- Corrects the description of the Residential Corridor district in Sec. 4.4.5 to confirm the maximum building height of 4 stories.
- Makes a technical correction to replace an undefined term, "face," with the defined term, "Elevation," in order to facilitate project review and provide clarity.
- Corrects mapping error on Maps 4.3.1-1 Base Zoning Districts & 4.4.5-1 Residential Zoning Districts.
- Confirms that existing structures in excess of the building footprint limits in Table 4.4.5-2 shall not be considered non-conforming and cross-references provisions in Articles 5 and 11 that would allow for their reuse and/or expansion.
- Updates density & intensity standards that apply to projects utilizing Residential Development Bonuses to be consistent with standards used in Tables 4.4.5-1 & 4.4.5-2 and Article 11.
- Corrects Map 4.5.1-1 Design Review Overlay to reflect Downtown Form Code boundaries, removing the applicability of design review from the areas

3) Amends Article 3 – Applications, Permits, and Project Reviews, Article 4 – Zoning Maps and Districts and Article 5 – Citywide General Regulations to clarify the relationship of Accessory Dwelling Units to Secondary Structures

- Clarifies that the creation of an Accessory Dwelling Unit as described in Sec 4.4.5 (d) 4. D. is exempt from impact fees.
- Clarifies the relationship between secondary buildings allowed in the residential standards and citywide provisions for Accessory Dwelling Units (ADUs).
- Creates a new Miscellaneous Standard allowing for single additional dwelling units to be constructed on a lot with an existing owner-occupied Principal Structure under administrative review and with a waived impact fee.
- Removes the exception to lot cover related to Accessory Dwelling Units, which was taken into consideration when modestly increasing lot cover standards in ZA-24-02.

4) Amends Article 11 Planned Development to establish standards for Planned Unit Development in the RL and RM districts.

- Modifies Table 11.1.3-1 Planned Unit Development Project Size Standards to establish a new minimum size for PUDs in the RL and RM districts.
- Creates a new Table 11.3.1-2 Planned Unit Development Standards that creates new regulations for lot size, setbacks, Floor Area Ratio, building height, building footprint and building elevations.
- Establishes a process wherein the Design Review Board may grant an expansion beyond this Section's maximum building footprint standards when a project proposes an addition to existing buildings.

5) Amends Article 13 Definitions to create new definitions for Building Footprint and Elevation

- Creates a new definition for Building Footprint to clarify how building mass is measured as regulated in Table 4.4.5-2.
- Creates a new definition for Elevation to clarify how building offset standards in Table 4.4.5-2 are applied.

Relationship to *planBTV*

This following discussion of conformance with the goals and policies of planBTV is prepared in accordance with the provisions of 24 V.S.A. §4441(c).

Theme:	Dynamic	Distinctive	Inclusive	Connected
Land Use:	Conserve	Sustain		Grow

Compatibility with Proposed Future Land Use & Density

The proposed amendment is consistent in many respects with the Land Use and Density-related policies of *planBTV*. Generally, the slow pace of housing construction and rising housing costs are noted as one of the biggest challenges facing Burlington. Since the Plan's adoption, these challenges have become more pronounced. The foundational policy response to this challenge is the Plan's call to "identify and address unintended or unnecessary barriers to creating new housing and commercial spaces within parts of the city that are suitable to accommodate additional development." To that end, these amendments are largely technical in nature and are intended to clarify for the public and staff the standards and processes regulating residential construction in Burlington's neighborhoods.

The "Sustain" theme intends to "anticipate small and incremental change that is consistent with existing development patterns, building scale and neighborhood character." The amendment's primary substantive changes address the topic of Planned Unit Development in the residential districts. These standards allow for more intensive infill development while remaining consistent with established built character on similar sites within Burlington's residential districts through the regulation of scale in various contexts.

Specific policy goals and objectives, and their nexus with the amendment, are provided below:

- A primary and foundational change proposed in the amendment is to provide additional clarity and specificity to the form-based approach established in Neighborhood Code Part 1. This change is supported by Objective 2.2.
- Objective 8.1 directs the community to "enable the development of additional housing at all income levels by reducing regulatory barriers and disincentives to development, and encouraging infill and redevelopment of underutilized sites."

Impact on Safe & Affordable Housing

The amendment addresses safe and affordable housing in the following ways:

- In creating additional opportunities in some areas for developments where five or more homes are constructed, the amendment will help produce more purpose-built affordable homes through the Article 9 Inclusionary Zoning standards.
- In removing barriers to housing construction for all developers, including affordable housing developers, the amendment significantly expands the areas where such developers may operate and provide homes at scale.
- In facilitating the creation of more homes throughout the city, the amendment should help to slow the growth in housing costs as they relate to an undersupply.
- In facilitating greater choice in the housing market, the amendment will create expanded opportunities for aging-in-place, homes for individuals with disabilities who may require on-site assistance, and other types of supportive housing.
- Confirms established zoning standards facilitating Accessory Dwelling Unit construction, which are consistent with Objective 9.1.

Planned Community Facilities

This amendment has no direct impact on planned community facilities, aside from facilitating growth within the city's neighborhoods and thereby expanding the population of individuals with proximate access to such facilities.

Process Overview

The following chart summarizes the current stage in the zoning amendment process, and identifies any recommended actions:

Planning Commission Process				
Draft Amendment prepared by: Staff 6/25/24	Presentation to & discussion by Commission Various Dates*	Approve for Public Hearing	Public Hearing	Approved & forwarded to Council
City Council Process				
First Read & Referral to Ordinance Cmte	Ordinance Cmte discussion Various Dates*	Ordinance Cmte recommend	Second Read & Public Hearing	Council Approval & Adoption

* The Planning Commission met on the following dates within 2024: 4/23, 5/14, 5/28, 6/11, 6/25



Neighborhood Code **Part 2-A**

Secondary Structures, Planned Unit Developments,
and Technical Corrections

BTV Neighborhood Code Topics + Amendments

Nighborhood Code Part 1 (ZA-24-02)

Adopted by City Council: March 25, 2024
Secondary Structures effective Oct. 1, 2024

- Modified and streamlined residential districts and boundaries
- Created new Residential Corridor (RC) district along major street corridors adjacent to low intensity zones
- Replaced density standards with massing standards, including number of units per building, updated lot coverage, standardized rear setbacks, maximum building footprints, and building height
- Allowed 2 free-standing structures in RL and RM districts with 4 units per building; does not limit the number of units per building in RH and RC zones



NC Part 2-A (ZA-24-04)

- ☐ Adt'l considerations related to secondary structures
- ☒ Clarifications and technical corrections relevant to Part 1
- ☐ Planned Unit Development standards + Residential Density Bonus

NC Part 2-B (ZA-TBD)

- ☐ Standards for small-lot subdivisions to facilitate fee-simple ownership
- ☐ Standards for townhouse, fee-simple duplex, Cottage Court developments

NC Part 2-C (ZA-TBD)

- ☐ Other potential locations for Residential Corridor zone
- ☐ Consider how RC district relates to existing mixed-use districts
- ☐ Re-visit use table allowances for all residential districts

NC Part 2-D (ZA-TBD)

- ☐ Consider infill-related parking impacts in high-demand areas
- ☐ Parking configuration options for residential lots
- ☐ Other recommendations of the Transportation Options study

Other Relevant Topics + Related Projects:

Infill implementation + **historic preservation** regulations (*Historic Preservation Plan, Fall 2024*)

Expanded **mixed-use + commercial** in the New North End (*planBTV: New North End, Fall 2024*)

Access to multi-functional + quality **green spaces** (*Open Space Plan, Summer 2024*)

Impact of infill development on **stormwater + wastewater**

Relationship to **Inclusionary Zoning** requirements

Solutions to **implementation + homeownership** opportunities

Topics to carry out with other departments:

Neighborhood Code Part 2-A **Timeline**

6/11	6/25	7/9	7/23	8/13	8/27
Continue Discussion on Neighborhood Code 2-A (ZA-24-04)			Last day for Commission to warn ZA-24-04 for Public Hearing to meet 10/1 deadline		Hold Public Hearing + refer to City Council

- City Council or the Ordinance Committee should decide to warn ZA-24-04 for a Public Hearing by 9/19, allowing amendment to be in effect before the Secondary Structures standards go into effect on 10/1. City Council could then adopt ZA-24-04 during their meeting on 10/28.
- November 2024: Report on first 6 months of Neighborhood Code implementation (# applications submitted, # projects under construction, # units added)

Neighborhood Code Part 2-A: **Progress + Recommendations**

Considerations to Secondary Structures

- ✓ Height of Secondary Structures relative to primary structures: *Leave as is and allow Secondary Structures to use the full height allowed in the district.*
- ✓ Considerations for utilizing existing non-conforming and non-residential buildings that are encroaching in setbacks: *Revisit discussion topic in a future zoning amendment related to Administrative Waivers.*
- ❑ Relationship between secondary buildings and citywide provisions for ADUs: *Discuss drafted ordinance language provided by staff.*

Technical Corrections

- ✓ Update zoning map for Starr Farm Park
- ✓ Internal reference correction: Table 4.4.5-1 footnote
- ✓ Consolidation of interrelated Design Review standards into one section that provides clearer expectations of what is subject to review

Provide clarity on:

- ✓ What is considered in the definition of a “building footprint”
- ✓ What is considered as a building “face” in Table 4.4.5-2, related to the maximum building face before providing offset.
- ✓ Residential Corridor Districts: (1) Written description of height inconsistency and (2) frontage requirement

Planned Unit Development Standards

- ❑ Identify how base standards in residential areas may be modified by PUD's (i.e. building types & sizes, other urban design considerations). Consider relationship to Cottage Courts.
- ❑ Define minimum project size for projects to utilize PUD in RL areas
- ❑ Update Residential Density Bonuses in Sec. 4.4.5 to be consistent with approach to PUDs in these zones



Neighborhood Code **Part 2-A**

Current Discussion Topics + Recommendations

Neighborhood Code Part 2-A: **Secondary Structures + ADUs**

Discussion Topic: Relationship between secondary buildings and citywide provisions for Accessory Dwelling Units (ADUs) ([CDO Sec. 5.4.5](#))

Key Question: Should the code maintain that ADUs continue to be differentiated from secondary structures, or should they rely on the allowance for secondary structures?

Staff Recommendation

- Make modifications to streamline the ordinance in an effort to make it less complex for the general user. Enable a situation where, if someone adds an additional unit in an owner-occupied unit or if they build a single-unit secondary structure meeting these requirements, they can benefit from these incentives (Impact fee, lot cover, admin review).

Neighborhood Code Part 2-A: **Secondary Structures + ADUs**

Discussion Topic: Relationship between secondary buildings and citywide provisions for Accessory Dwelling Units (ADUs) ([CDO Sec. 5.4.5](#))

Staff Recommendation

- Remove CDO Sec. 5.4.5: Accessory Dwelling Units from Article 5
- Establish standard for Additional Unit on lot or with in Owner Occupied Single Detached Dwelling under Sec. 4.4.5-4. (d) 4. :

D. Additional Unit on lot or with in Owner Occupied Single Detached Dwelling

Where an existing Principal Structure in any Residential Zoning District contains only an owner-occupied Single Detached Dwelling, and an applicant proposes to add a single additional **dwelling unit** within the Principal Structure or within a detached Secondary Structure on the same lot as the owner-occupied home, the application shall be ~~eligible to be reviewed under~~ **subject to** administrative review and waived of impact fees, **according to Sec. 3.3.3.**, except where otherwise required.

Neighborhood Code Part 2-A: **Secondary Structures + ADUs**

Discussion Topic: Relationship between secondary buildings and citywide provisions for Accessory Dwelling Units (ADUs) ([CDO Sec. 5.4.5](#))

Staff Recommendation

- Remove CDO Sec. 5.4.5: Accessory Dwelling Units from Article 5
- Establish standards for Additional Unit on lot or with in Owner Occupied Single Detached Dwelling under Sec. 4.4.5-4. (d) 4.
- Clarify that the creation of an ADU as described in under Sec. 4.4.5-4. (d) 4. is exempt from impact fees under Sec. 3.3.3 (a) 5.:

Sec 3.3.3 Exemptions and Waivers

(a) Exemptions:

The following types of development are exempt from this Part:

1. – 4. As written

5. the creation of an Additional Unit on lot or with in Owner Occupied Single Detached Dwelling as described in Sec. 4.4.5 (d) 4. D

Neighborhood Code Part 2-A: **Secondary Structures + ADUs**

Discussion Topic: Relationship between secondary buildings and citywide provisions for Accessory Dwelling Units (ADUs) ([CDO Sec. 5.4.5](#))

Considerations:

- VHIP 2.0 offers grants and forgivable loans to projects including the development of a new ADU on an owner-occupied property *and* the creation of a new structure with five or fewer residential units.
 - Projects can receive up to \$50,000 per unit for rehab of 3+ bedroom units, structural elements impacting multiple units*, **new unit creation**, or **creation of Accessory Dwelling Units (ADUs)**
- The City maintains a webpage and FAQ guide for ADUs. New and updated information related to ADUs coming from NC Part 2 would need to be created to ensure that the public knows that ADUs would be considered Secondary Structures

Neighborhood Code Part 2-A: **Planned Unit Development Standards**

Discussion Topic: How do we apply the Neighborhood Code to sites greater than ½ acre in residential zones?

Key Question: What updates are needed to Article 11 to facilitate the type of development on large sites in residential areas that we aim to allow?

Staff Recommendation

- Lower barrier to utilizing PUD standards in RL zone
- Create tiers for overall building massing based on the site's size, and allow flexibility from base neighborhood code building footprint & building number limits

<u>Table 11.1.3-1 Planned Unit Development Project Size Standards</u>	
Districts	Minimum Project Size
RH, RM , Downtown Waterfront – Public Trust District and Neighborhood Mixed Use, Institutional, E-LM	No minimum project size.
RL, RCO-R/G, RM	2 acres or more 0.5 acres
<u>1. See table 11.1.3-2 for additional standards for PUD project sizes in the RL and RM districts.</u>	

Neighborhood Code Part 2-A: **Planned Unit Development Standards**

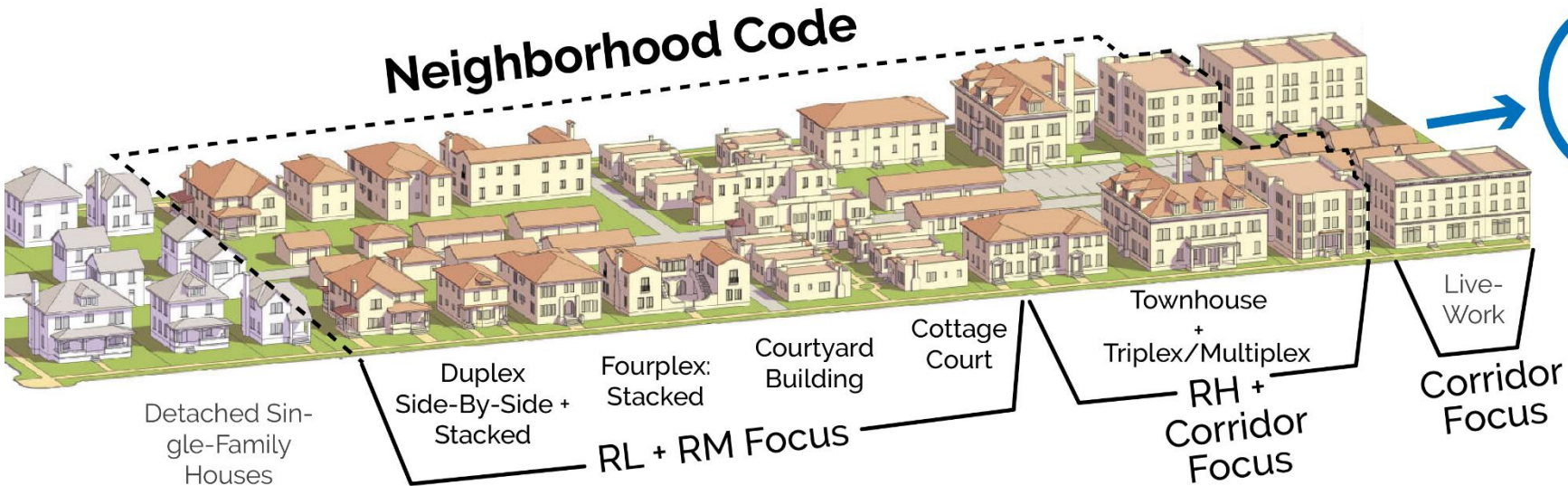
Table 11.1.3-2 Planned Unit Development Standards								
District	Lot Size	Setback		Max. FAR	Max. Bldg. Height	Max. Bldg. Footprint ^{2,3}	Max. Bldg. Elevation Before Providing Offset	
		Front Internal ROW ¹	Project Periphery					
RL	0.5-1 Acre	0' Min 20' Max.	Min: 10% of lot width or avg. of side setback of 2 adjacent lots on both sides. Max Required: 20 ft.	0.5	3 Stories 35 ft.	1,800 sq. ft.	N/A	
	1–3 Acres					5,000 sq. ft.	50 ft.	
	3+ Acres					15,000 sq. ft.		
RM	0.5-1 Acre			1.0		1,800 sq. ft.	N/A	
	1–3 Acres						10,000 sq. ft.	50 ft.
	3+ Acres						15,000 sq. ft.	
1. Front setbacks shall be measured from the edge of the Right-of-Way that is fully internal to the project and to which the building draws its frontage. Buildings must be at least 10' from the curb or edge of a public Right-of-Way if no curb exists, except where the ROW is a Public Path, in which case the building must be at least 5' from the edge of the Public Path. 2. For projects within RL & RM zones, the limit on the number of primary and secondary structures is not applicable. 3. The DRB may grant an expansion beyond these maximum footprints for additions to existing buildings in excess of these footprint limits as of January 1, 2024.								

Neighborhood Code Part 2-A: Planned Unit Development Standards

258 N. Winooski Ave.
2 x 4,500 SF



Champlain School Apts.
15,000 SF + 8,000 SF



Thayer Commons
Range (8,000 SF - 14,000 SF)

Neighborhood Code Part 2-A: **Planned Unit Development Standards**

CDO Floor Area Ratio definition:

“In accordance with the district-specific provisions of Article 4 where the intensity of development is measured on a floor area ratio basis, the calculation of development intensity shall be measured by dividing the gross floor area of all structures on a lot or lots, or portion of the lot(s) where split by a zoning district boundary, by the area of the lot(s).”

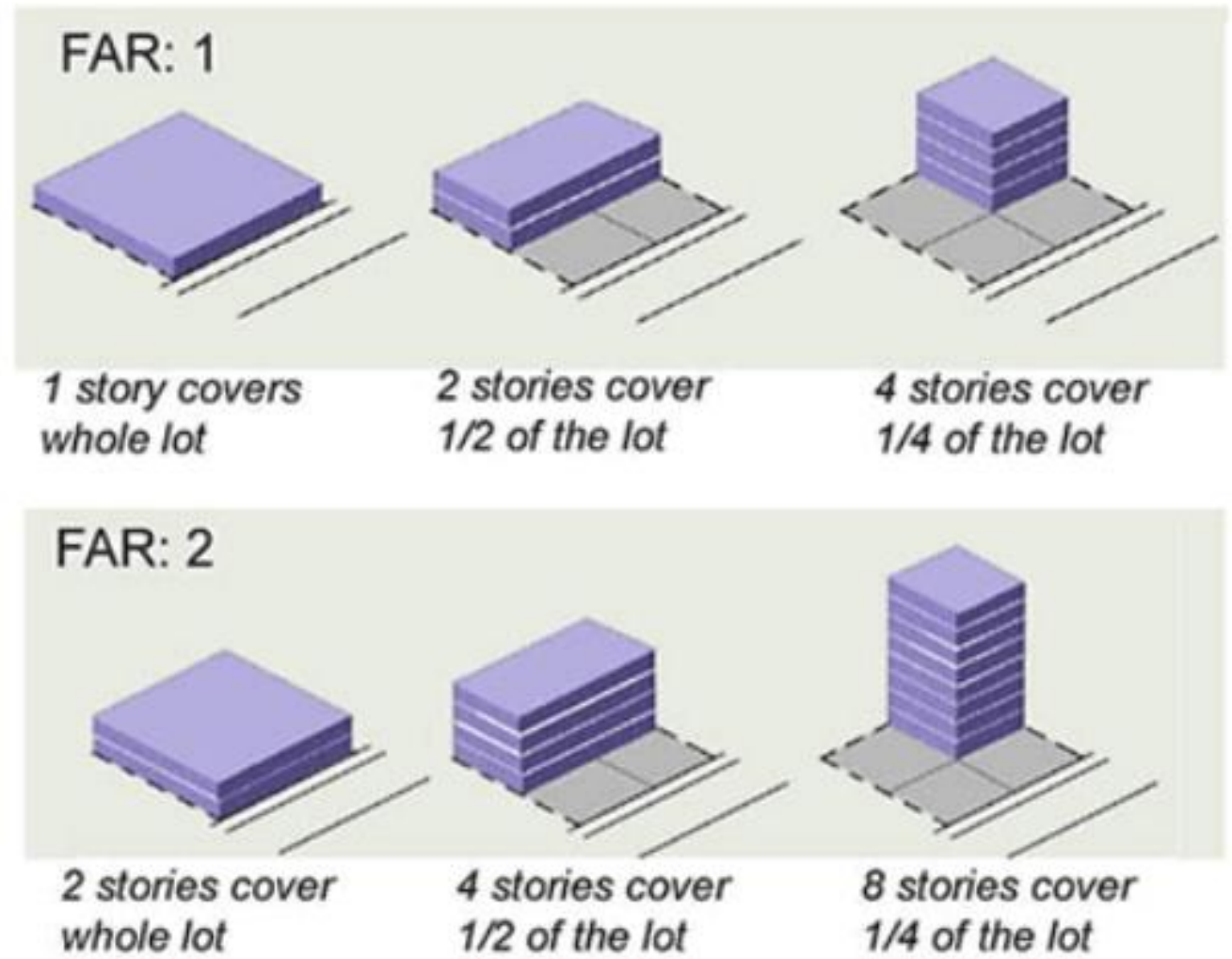


Image Credit: Julie Campoli

Neighborhood Code Part 2-A: **Residential Density Bonus**

Discussion Topic: Updates the density and intensity standards that apply to projects utilizing Residential Development Bonuses to be consistent with standards used in Tables 4.4.5-1 and 4.4.5-2, and Article 11. Confirms that existing structures in excess of the building footprint limits in Table 4.4.5-2 shall not be considered non-conforming and cross-references provisions in Articles 5 and 11 that would allow for their reuse and/or expansion

Sec 4.4.5(d) 1 (B) Residential Development Bonuses

(i) Senior Housing Bonus

Residential development in excess of the limits set forth in Tables 4.4.5-1 and 4.4.5-2 may be permitted by the DRB for *projects including exclusively* senior housing provided the following conditions are met:

a - b. As written

c. A maximum of an additional 10 feet of building height may be permitted in the RH District; and

d-c. Lot Coverage, height, and development intensity shall not exceed the following. The maximum dwelling units per building in Table 4.4.5-2 may be waived subject to the DRB approval under Article 11. and residential densities shall not exceed the following:

Table 4.4.5-4: Senior Housing Bonus			
District	Maximum Lot Coverage	Maximum Development Intensity Density	Maximum Height
RL	44% 55%	20 du/acre-1.5 FAR	4 stories , 50 ft
RM	48% 65%	40 du/acre-1.75 FAR	
RH	92%-90%	80 du/acre-2.0 FAR	5 stories, 62 ft.

Neighborhood Code Part 2-A: **Residential Density Bonus**

Discussion Topic: Updates the density and intensity standards that apply to projects utilizing Residential Development Bonuses to be consistent with standards used in Tables 4.4.5-1 and 4.4.5-2 and Article 11. Confirms that existing structures in excess of the building footprint limits in Table 4.4.5-2 shall not be considered non-conforming and cross-references provisions in Articles 5 and 11 that would allow for their reuse and/or expansion.

Sec 4.4.5(d) 1 (B) Residential Development Bonuses

(ii) Residential Conversion Bonus

Development in excess of the limits set forth in Tables 4.4.5-1 and 4.4.5-2 may be permitted by the DRB subject to conditional use review for the conversion of an existing non-conforming nonresidential principal use to a conforming residential use subject to all of the following conditions:

a. Any applicable lot coverage, height, FAR, and units per building limits may be modified by the DRB up to a limit of 100% of the pre-application coverage, height and GFA condition.

a. Lot coverage and residential densities shall not exceed the following:

<u>Table 4.4.5-5: Residential Conversion Bonus</u>		
District	Maximum Coverage	Maximum Density
RL	50% (62% with inclusionary allowance)	8 du/acre (8.75 with inclusionary allowance)
RM	60% (72% with inclusionary allowance)	30 du/acre (37.5 with inclusionary allowance)
RH	80% (92% with inclusionary allowance)	60 du/acre (69 with inclusionary allowance)

Neighborhood Code Part 2-A: **Residential Density Bonus**

Discussion Topic: Updates the density and intensity standards that apply to projects utilizing Residential Development Bonuses to be consistent with standards used in Tables 4.4.5-1 and 4.4.5-2 and Article 11. Confirms that existing structures in excess of the building footprint limits in Table 4.4.5-2 shall not be considered non-conforming and cross-references provisions in Articles 5 and 11 that would allow for their reuse and/or expansion.

Sec 4.4.5(d) 1 (B) Residential Development Bonuses

(iii) Limitations on Residential Development Bonuses:

For projects where the conditions of more than one applicable bonus listed above and under Sec.5.4.8 (e) are met, **and where any applicable development allowances per Article 9 are utilized**, the applicant may use the most permissive exemption to the underlying lot coverage or residential intensities applicable.

In no case shall any development bonuses and allowances granted, either individually or in combination, enable a building to exceed the maximum **density-development intensity**, lot coverage, and building height permitted in any district as defined below:

Table 4.4.5-6: Maximum Intensity, Lot Coverage, and Building Heights with Bonuses

District	Maximum Density-FAR*	Maximum Height	Maximum Lot Coverage*
RH	80 du/acre 2.0 FAR	45 62-feet	92 90%
RM	40 du/acre 1.75 FAR	35 50-feet	72 65%
RL	20 du/acre 1.5 FAR	35 50-feet	62 55%



Neighborhood Code **Part 2-A**

Appendix A: Accepted Recommendations of Discussion Topics

Neighborhood Code Part 2-A: **Technical Corrections**

Discussion Topic: Provide clarity on what is considered in the definition of a “building footprint”

Staff Recommendation

- In Article 13, create new definition for Building Footprint:

Building Footprint: The sum of the area of the largest floor of a Building measured from the exterior Elevations. It does not include un-insulated porches if said areas are not used for human occupancy, nor protrusions in a wall (i.e. a bay window) if such protrusions do not create habitable area.

- In Article 4, establish exceptions to Maximum Building Footprint Limit in Sec. 4.4.5-2:

D. Exceptions to Maximum Building Footprint Limit

- (i) Existing structures legally existing as of January 1, 2024 in excess of the building footprint limits in Table 4.4.5-2 shall not be considered non-conforming. Such buildings shall only be allowed to be converted, adaptively reused, or enlarged, including for the purpose of adding additional units, within the limits this part or as otherwise permitted in Sec. 5.4.8 or Article 11.
- (ii) Single-family homes legally existing as of January 1, 2024 in excess of the building footprint limits in Table 4.5.5-1 may be expanded to 125% of the pre-existing footprint, as long as no additional units are added.

Neighborhood Code Part 2-A: **Height of Secondary Structures**

Discussion Topic: Height of secondary structures relative to primary structures

- Neighborhood Code standards currently limit secondary structures to the height limit otherwise allowed in the district

Key Question: Should the code require some consideration for/relationship to the height of an existing/primary structure?

- ✓ Leave as is and allow Secondary Structures to use the full height allowed in the district.

Neighborhood Code Part 2-A: **Non-Conforming Secondary Structures**

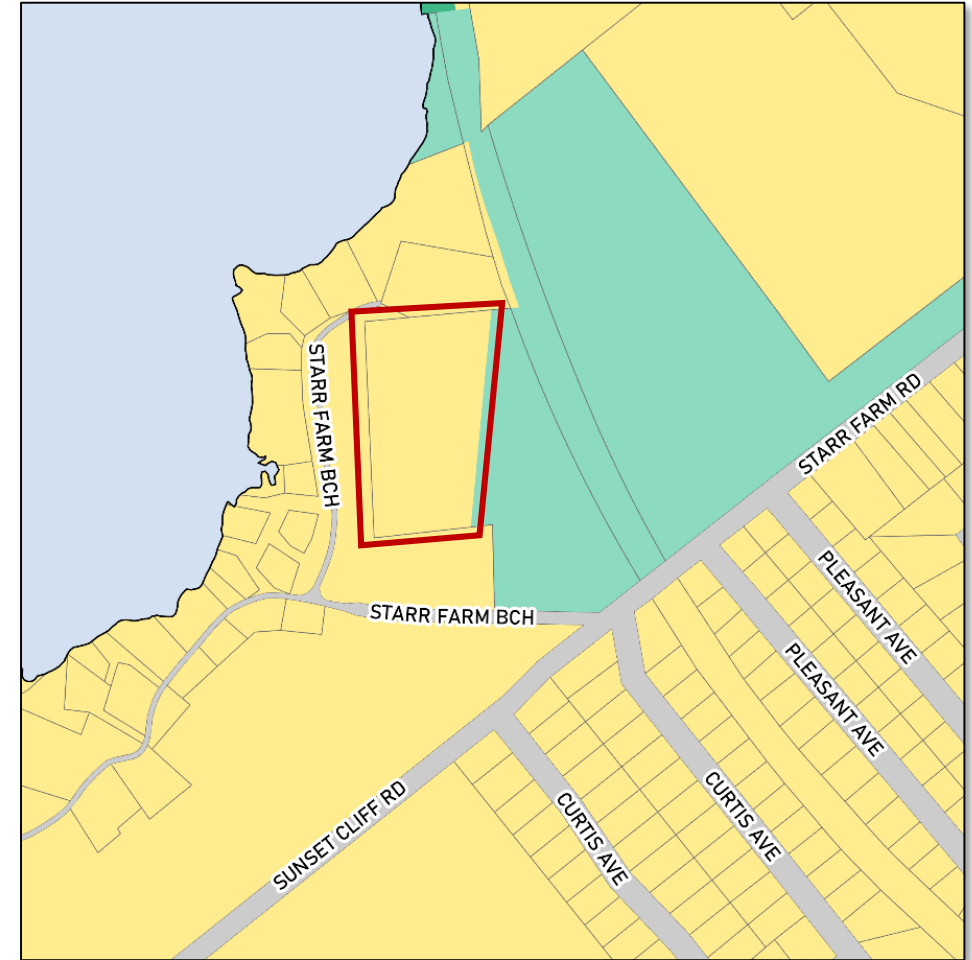
Discussion Topic: Considerations for utilizing existing non-conforming and non-residential buildings that are encroaching in setbacks

Key Question: Should existing structures encroaching in setbacks, to be converted to a dwelling unit(s) or renovated to accommodate additional unit(s), be allowed to expand their physical size (i.e. footprint or height)?

- ✓ Revisit discussion topic in a future zoning amendment related to Administrative Waivers.

Neighborhood Code Part 2-A: **Technical Corrections**

- ✓ Update zoning map for Starr Farm Park. Residential and park zoning map "layers" were transposed, reflecting city-owned land in RL instead of RCO zone. Correct back to RCO.
- ✓ Internal Reference Correction: Table 4.4.5-1 footnote



Neighborhood Code Part 2-A: **Technical Corrections**

✓ Provide clarity on what is considered as a building “face” in Table 4.4.5-2, related to the maximum building face before providing offset.

Table 4.4.5-2 Principal & Secondary Structures Massing and Placement Standards in Residential Districts						
District	Max. Height & Stories ^{1,3}	Max. Dwelling Units per Structure ^{2,3}	Max. Principal Structure Footprint ³	Max. Secondary Structure Footprint ³	Max. Building face before providing offset ⁵ Max. linear elevation before offset ⁴	Min. Distance between Structures on same lot
Residential Low (RL)	35’ 3 stories	4	1,800 sq.ft	1,100 sq.ft	50’	15’
Residential Medium (RM)	35’ 3 stories	4	1,800 sq.ft	900 sq.ft		
Residential High (RH)	50’ 4 stories	N/A	N/A	N/A		
Residential Corridor (RC)			3,600 sq.ft	N/A		
1. Details regarding the measurement of and exceptions to height limits are found in Art 5. 2. Minimum dwelling unit size is 350 sq.ft. 3. Within RL and RM zones, lots may have up to one (1) Principal and one (1) Secondary structure per lot, except as may otherwise be allowed by Article 11. 4. Required on all building faces Elevations . Minimum offset is 5 ft measured perpendicular to the building face Elevation in excess of 50 ft.						

Neighborhood Code Part 2-A: **Technical Corrections**

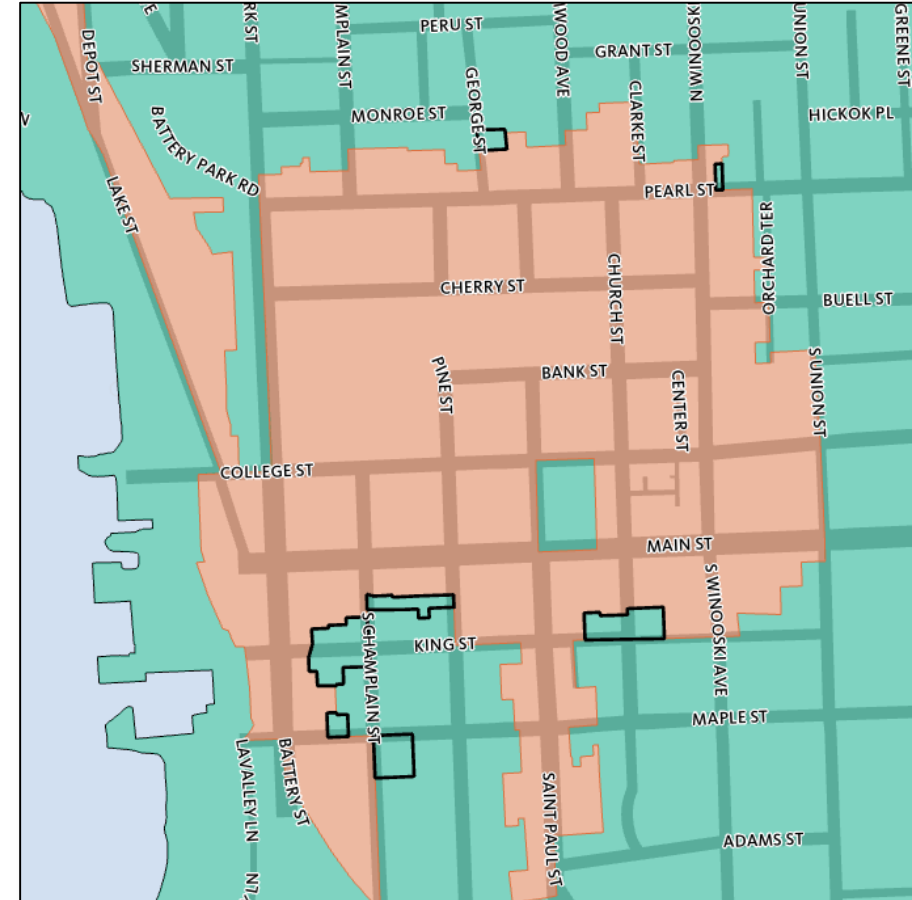
Clarifications to Residential Corridor Standards

- ✓ Written description of height inconsistent with height allowed in Table 4.4.5-2
- ✓ Clarify that RC district applicability requires frontage on certain thoroughfares (similar to the applicability of the Multimodal Mixed Use Parking District)

“The **Residential Corridor (RC)** district is intended for residential development that includes a mix of housing types such as duplex, triplex, quadplex, townhouse, and mid-sized, multi-unit and mixed-use buildings along major multi-modal transportation corridors that are adjacent to low intensity districts. Single-family detached dwellings are limited to buildings originally built for such purpose. New and infill development may be located closer to the street than historic development patterns, with building heights ~~ranging from two to three and a half~~ **up to four** stories and high lot coverage. Neighborhood-serving commercial uses may be incorporated in existing or new buildings.”

Neighborhood Code Part 2-A: **Technical Corrections**

- Update Design Review Overlay District (Map 4.5.1-1) to reflect Downtown Form District boundaries

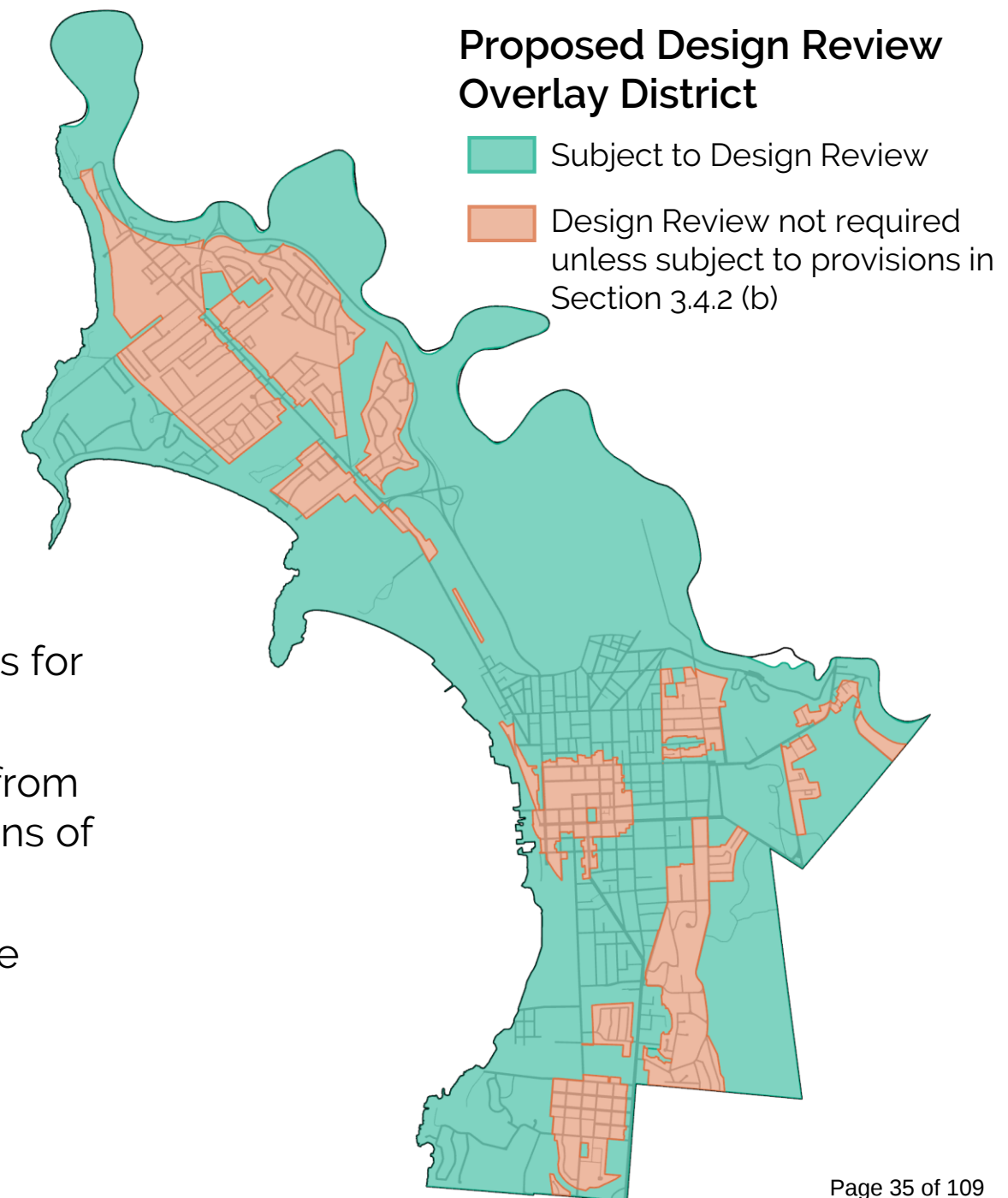


Neighborhood Code Part 2-A: Technical Corrections

Discussion Topic: Continuity between three sections that provide specific directions on Design Review ([CDO Sec. 3.4.2 \(b\)](#) and [CDO Sec. 4.5.1](#) and [CDO Article 6](#))

Staff Recommendations

- Neighborhood Code Part 2 should consider ways to provide more continuity between these three sections for transparency and ease of reference
- Condense applicability standards for Design Review from Articles 3 + 4 in an effort to provide clearer expectations of what is subject to review
- Resolve gaps between current overlay district and the changes in district boundaries made in ZA-24-02



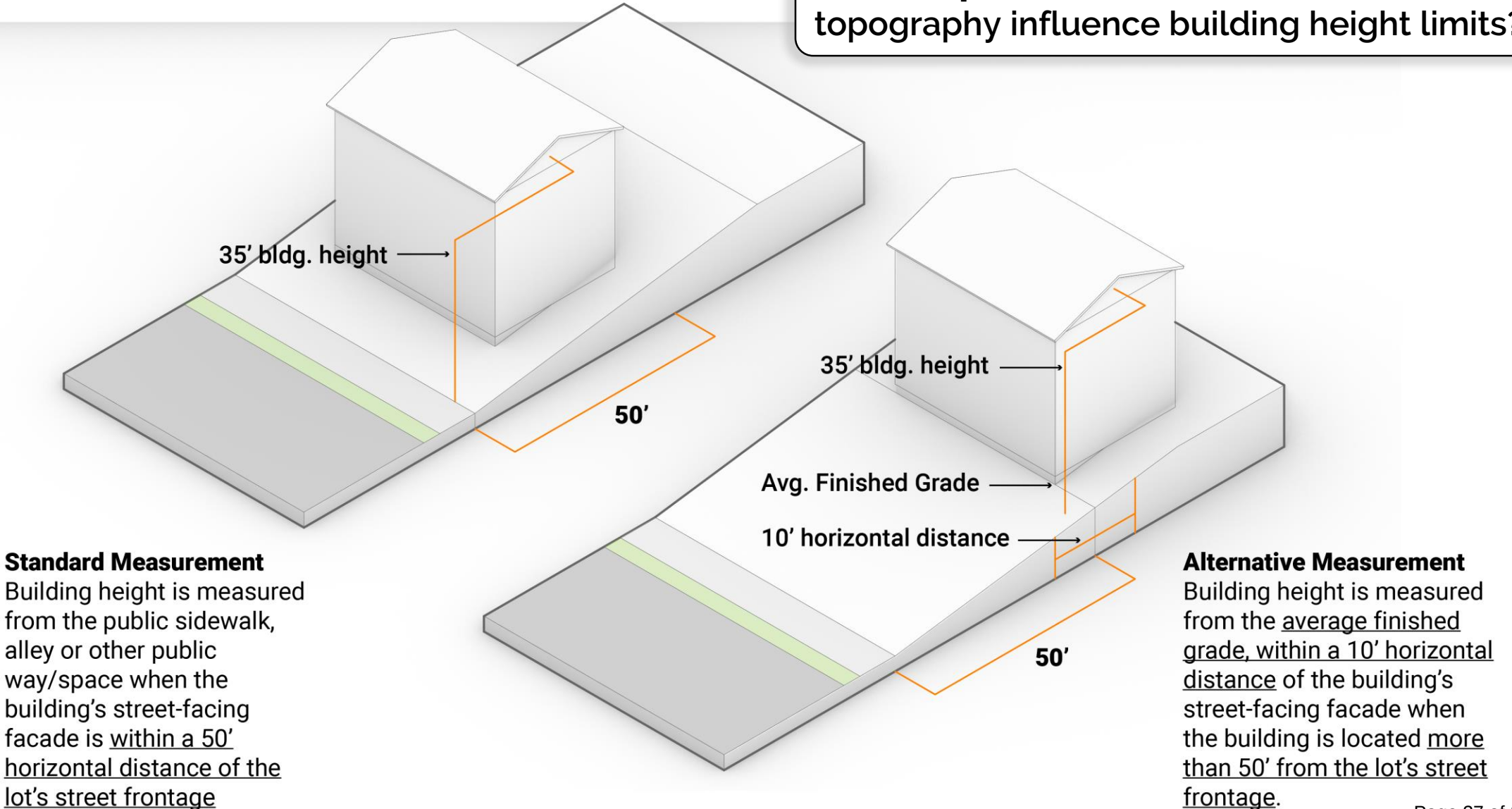


Neighborhood Code **Part 2-A**

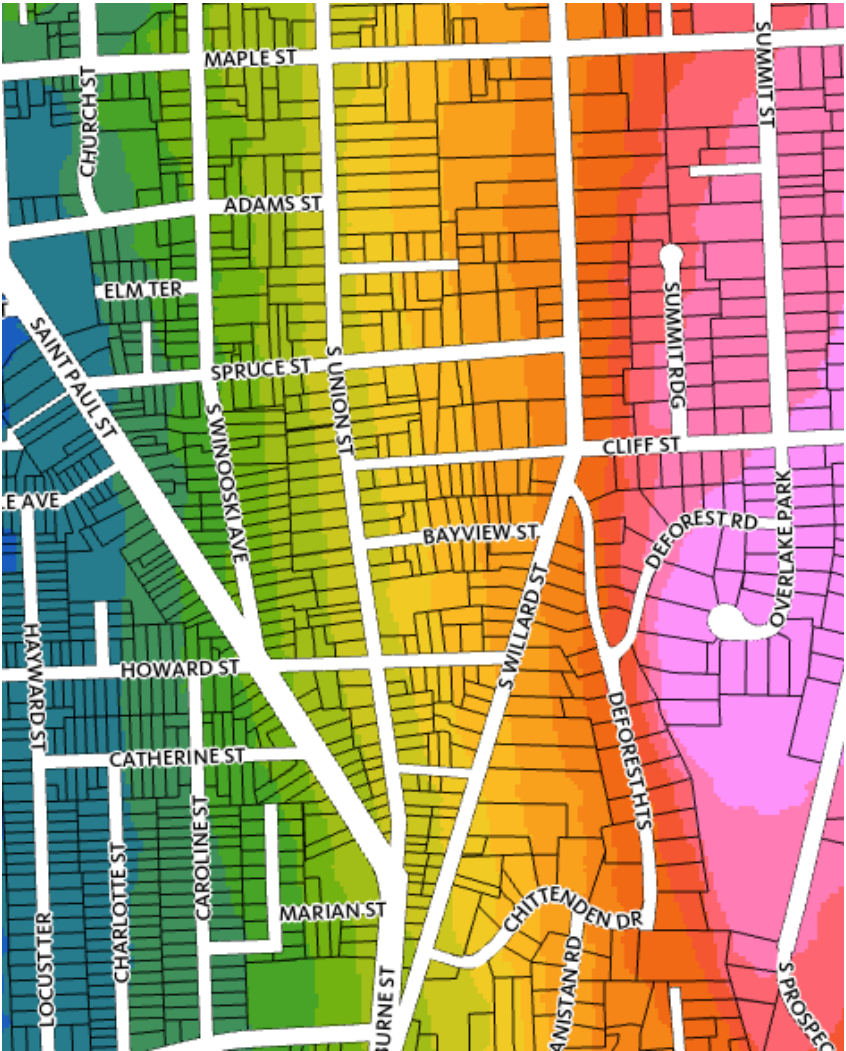
Appendix B: Relevant Information

Neighborhood Code Part 2-A: **Height of Secondary Structures**

Follow Up Consideration: How does topography influence building height limits?



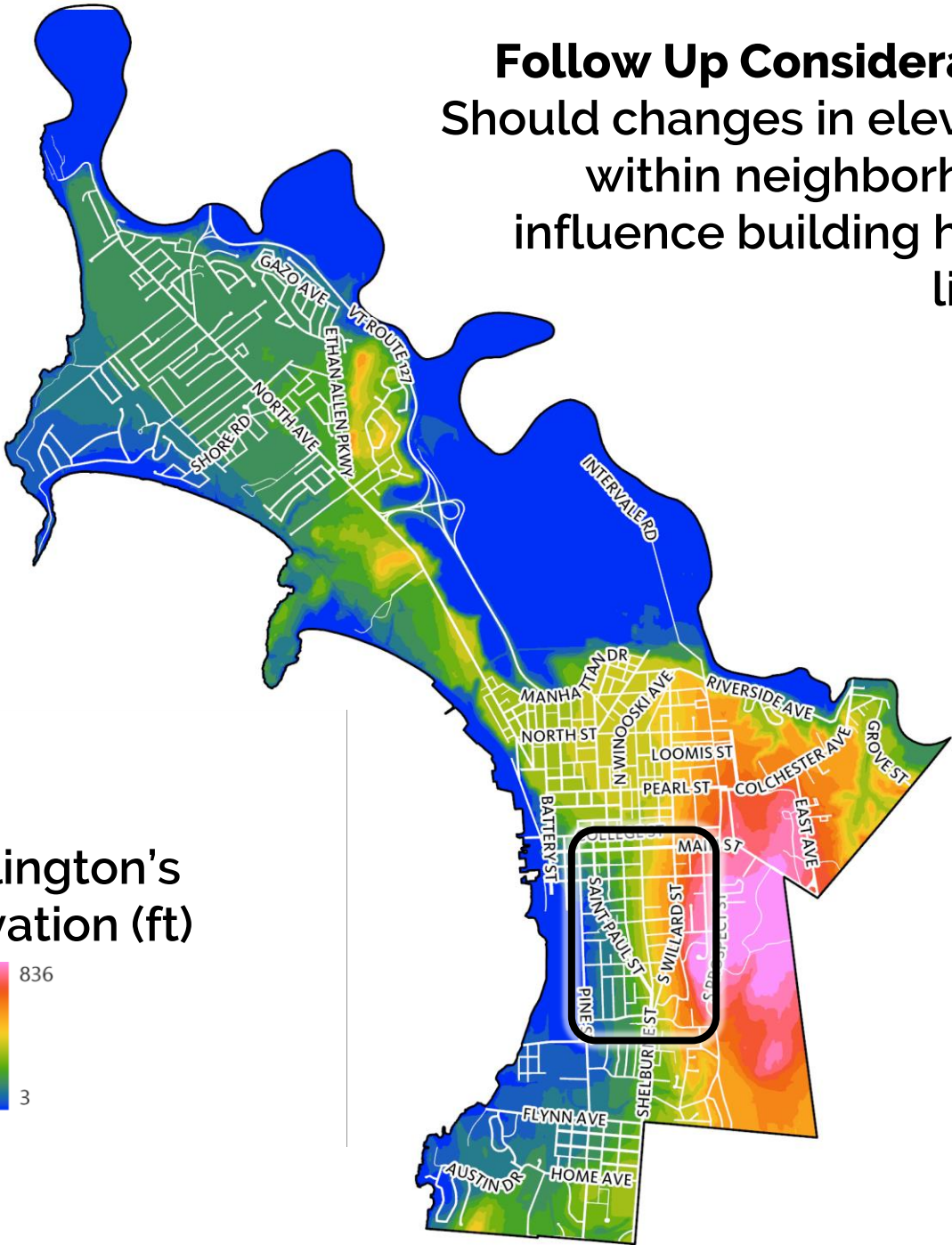
Neighborhood Code Part 2-A: Height of Secondary Structures



Burlington's
Elevation (ft)



Follow Up Consideration:
Should changes in elevation
within neighborhoods
influence building height
limits?



Neighborhood Code Part 2-A: **Non-Conforming Secondary Structures**

Discussion Topic: Considerations for utilizing existing non-conforming and non-residential buildings that are encroaching in setbacks

- [CDO Article 5, Part 3](#) outlines standards related to non-conforming uses, structures, and lots—including any allowances for changes/modifications, when non-conformities must be discontinued
- Fire Code regulates proximity to property line/other structures independent of zoning
- Non-conformity standards only apply to uses, structures, lots that were legally created, but no longer comply with standards because of changes over time
 - Does not extend to uses, structures, lots that were not legally created (i.e. without a permit); some situations where changes in code may allow a permit to be sought for use/structure/lot that was not legal at the time of creation
- Generally, existing homes and non-residential structures (i.e. a garage/outbuilding) that are already in a setback cannot be expanded—in footprint or height (or, made *more* non-conforming)
 - Exceptions allow existing single-family home and community centers to vertically expand
 - Structures under 15 ft in height can encroach (including ADUs) as long as 5 ft from property line

Neighborhood Code Part 2-A: **Secondary Structures + ADUs**

Accessory Dwelling Unit

Single-Unit in a “Secondary Structure” Under Neighborhood Code

Permitted to be built on the same lot as*	Owner-Occupied Single Family Home <i>*or added within the same building as</i>	A primary structure of 1 – 4 units
Maximum Building Footprint**	30% of gross floor area of primary home** or 900ft ² , whichever is greater. <i>**This can be internal to existing home or a detached unit of 1+ stories</i>	RL District: 1,100ft ² RM District: 900 ft ²
Owner Occupancy Requirements	Yes: Either the primary home or the ADU must be owner-occupied	None
Lot Cover Considerations	Up to 650ft ² of lot area exempt from lot coverage limit if storm water impacts are mitigated	All structures on the lot must comply with the standards of the district
Zoning Permit Review Process	Administrative Review: Staff decision followed by 15-day appeal period	Development Review Board decision followed by 30-day appeal period
Impact Fees	Exempt	Any new unit created under the NC must comply with impact fees
Additional Incentives	VHIP grant funding	

Neighborhood Code Part 2-A Timeline **Option 1**

6/11	6/25	7/9	7/23	8/13	8/27
Commission to continue discussion on ZA-24-04	Commission to continue discussion + warn ZA-24-04 for Public Hearing		Hold Public Hearing + refer ZA-24-04 to City Council	Begin work on Part 2-B	

City Council would be able to adopt ZA-24-04 on or before 9/23, which is the last City Council meeting before Secondary Structures go into effect on 10/1.

Neighborhood Code Part 2-A **Timeline**

6/11	6/25	7/9	7/23	8/13	8/27
Continue Discussion on Neighborhood Code 2-A (ZA-24-04)			Commission to continue discussion + warn ZA-24-04 for Public Hearing		Hold Public Hearing + refer to City Council

City Council or the Ordinance Committee would decide to warn ZA-24-04 for a Public Hearing by 9/19, and could be in effect before the Secondary Structures standards go into effect on 10/1. City Council could then adopt ZA-24-04 during their meeting on 10/28.

Neighborhood Code Part 2-A: **Technical Corrections**

Discussion Topic: Continuity between three sections that provide specific directions on Design Review ([CDO Sec. 3.4.2 \(b\)](#) and [CDO Sec. 4.5.1](#) and [CDO Article 6](#))

Key Question: Should the interrelated Design Review standards described in Articles 3, 4, and 6 be consolidated into one section that provides clearer expectations of what projects are subject to Design Review and where?

CDO Article 3

- **Sec. 3.4.1:** Defines purpose of Design Review
- **Sec. 3.4.2(b):** Describes the circumstances in which Design Review or Site Plan Review is required for approval, including within the Design Review Overlay District

CDO Article 4

- **Sec. 4.5.1(a):** Defines purpose of Design Review Overlay District
- **Sec. 4.5.1(a):** Describes what geographic areas of the city are included in the Design Review Overlay District, as well as some other project types in RL areas not otherwise subject to review

CDO Article 6

- **Sec. 6.3.1:** Establishes that the Architectural Design Standards in Sec. 6.3.2 must be satisfied for the circumstances listed in Sec. 3.4.2(b).
- **Sec. 6.3.2:** Describes the Review Standards applicable for Design Review

Neighborhood Code Part 2-A: **Technical Corrections**

Discussion Topic: Continuity between three sections that provide specific directions on Design Review ([CDO Sec. 3.4.2 \(b\)](#) and [CDO Sec. 4.5.1](#) and [CDO Article 6](#))

Design Review Overlay District does not currently apply to:

- Downtown Form Districts (because controlled by highly prescriptive urban design standards)
- Part of the areas formerly zoned as Residential-Low Density

What makes up the
**Design Review
Overlay District?**



Neighborhood Code Part 2-A:

Technical Corrections

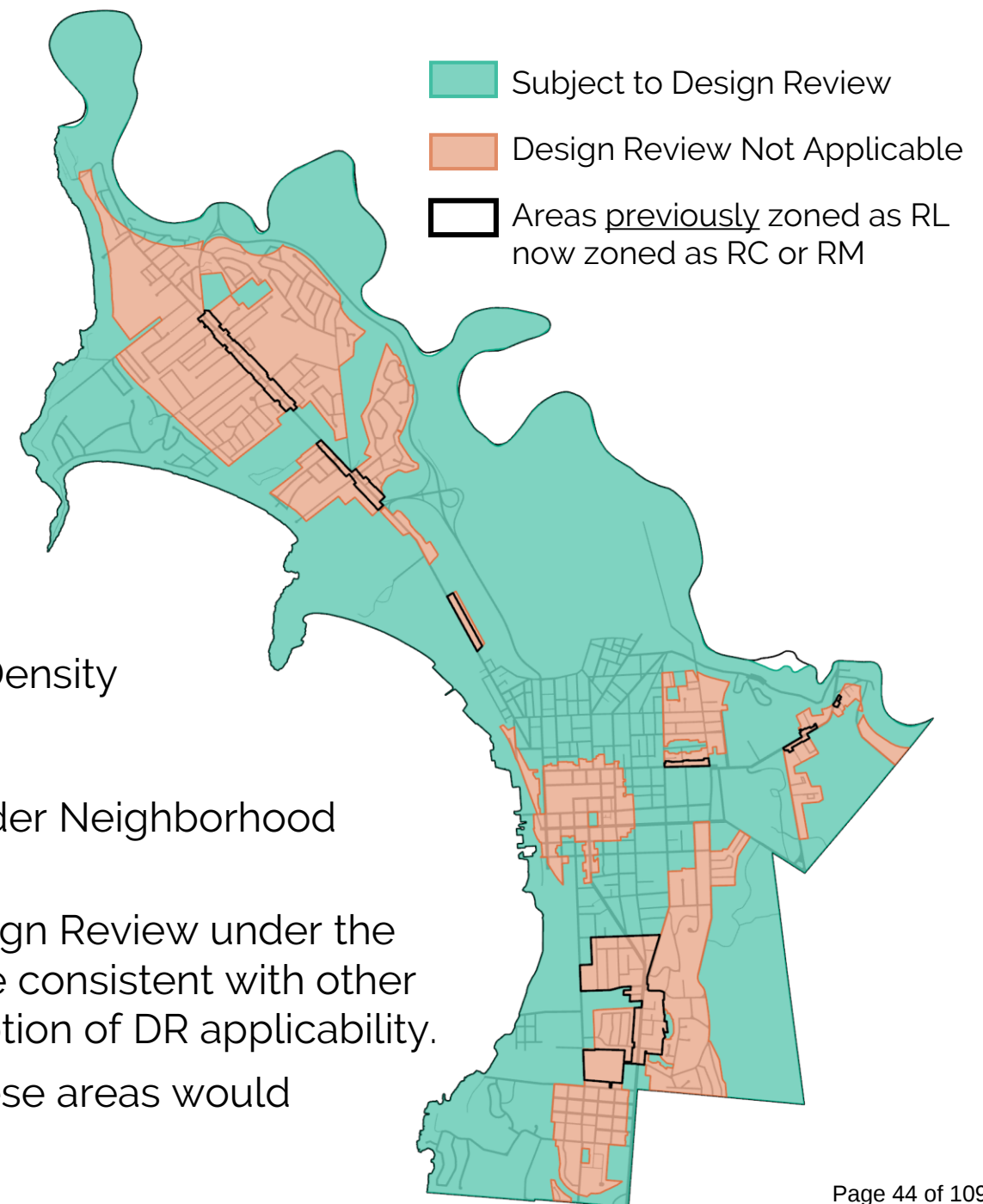
Discussion Topic: Continuity between three sections that provide specific directions on Design Review ([CDO Sec. 3.4.2 \(b\)](#) and [CDO Sec. 4.5.1](#) and [CDO Article 6](#))

Design Review Overlay District does not currently apply to:

- Downtown Form Districts
- Part of the areas formerly zoned as Residential-Low Density

Other Considerations:

- The areas on the right were re-zoned to RM or RC under Neighborhood Code Pt 1.
- Though not currently delineated as applicable to Design Review under the Overlay District, this makes all areas of RM/Mixed Use consistent with other areas of the city and/or the previously written description of DR applicability.
- Anything except a single family home or duplex in these areas would still be subject to Design Review



Neighborhood Code Part 2-A: Technical Corrections

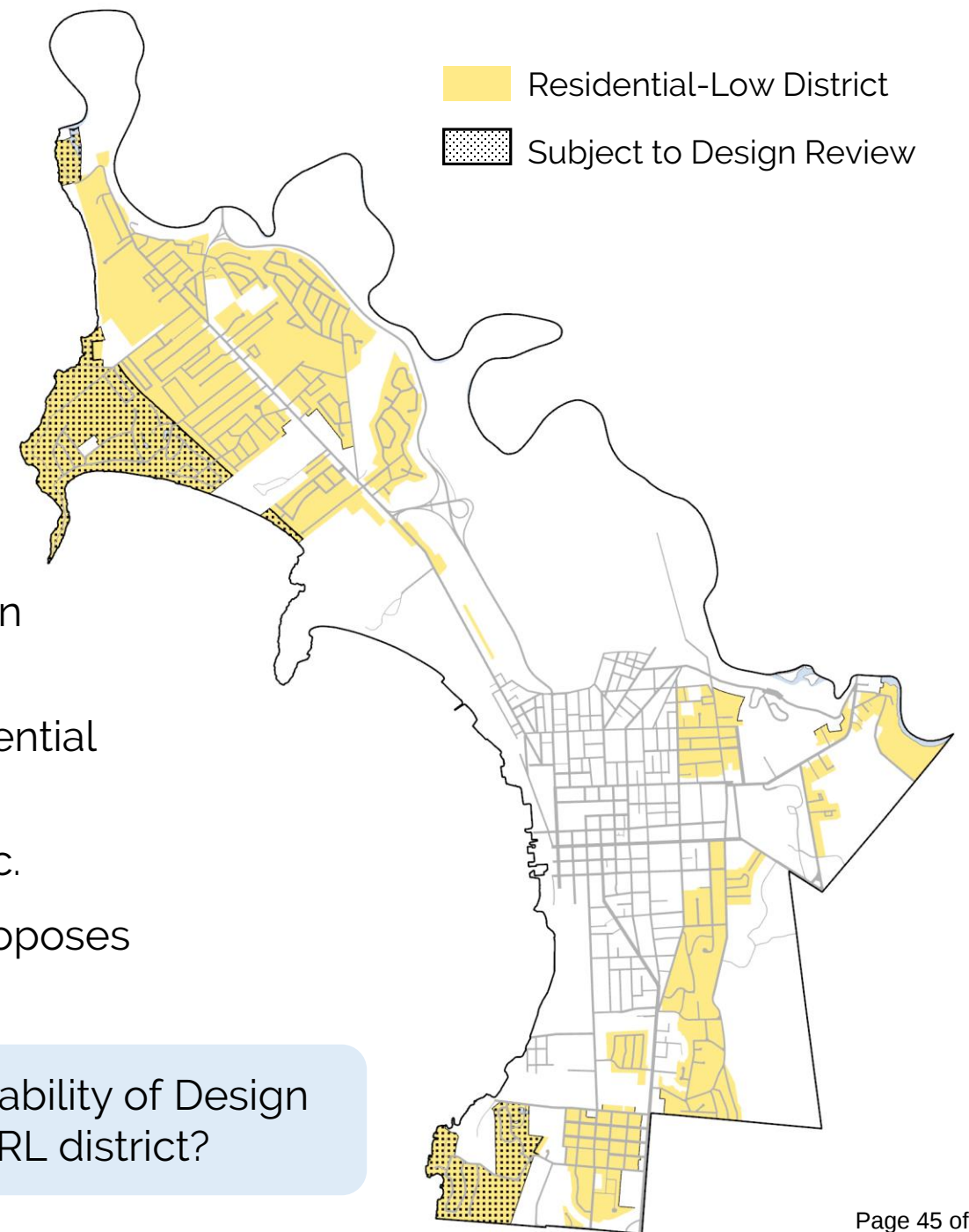
Discussion Topic: Continuity between three sections that provide specific directions on Design Review ([CDO Sec. 3.4.2 \(b\)](#) and [CDO Sec. 4.5.1](#) and [CDO Article 6](#))

Considerations related to the Residential-Low District

A project located in the RL district is **not** subject to Design Review **unless** it is:

- Located in areas formerly zoned as Waterfront Residential Districts (WRL & WRM)
- Otherwise subject to major impact, historic review, etc.
- Within a building containing three or more units or proposes more than 1 building on a lot (subject to Sec. 4.4.5)

Future policy questions may include: Should the applicability of Design Review be standardized for projects in the new. Single RL district?



CITY OF BURLINGTON

ORDINANCE _____

Sponsor: Office of City Planning,
Planning Commission

Public Hearing Dates: _____

In the Year Two Thousand Twenty-Four

First reading: _____

Referred to: _____

Rules suspended and placed in all
stages of passage: _____

Second reading: _____

Action: _____

Date: _____

Signed by Mayor: _____

Published: _____

Effective: _____

An Ordinance in Relation to

ZA-24-04 Neighborhood Code 2-A: Technical Corrections & PUD
Standards

It is hereby Ordained by the City Council of the City of Burlington as follows:

That Appendix A-Burlington Comprehensive Development Ordinance of the Code of Ordinances of the City of Burlington be and hereby is amended by Sec. 3.3.3(a) Impact Fee Exceptions and Waivers; Sec. 3.4.2(b) Design Review Applicability; moves Map 4.5.1-1 Design Review Overlay District to Sec. 3.4.2(b) as amended and renumbered Map 3.4.2; amends Sec. 4.3.1(e) Residential Districts established; modifies Map 4.3.1-1 Base Zoning Districts; amends the Residential Corridor District purpose statement in Sec. 4.4.5 (a) 5; modifies Map 4.4.5-1 Residential Zoning Districts; updates Tables 4.4.5-1 and Tables 4.4.5-2; amends Sec. 4.4.5 (d) 1. B. Residential Development Bonuses; creates Sec 4.4.5-2 (d) 2. D. Exceptions to Maximum Building Footprint Limit; creates Section 4.4.5 (d) 4. D. Additional Unit; deletes Sec. 4.5.1 Design Review Overlay District and reserves section; deletes Sec. 5.4.5 Accessory Dwelling Units; amends Table 11.1.3-1 Planned Unit Development Project Size Standards; establishes Table 11.1.3-2 Planned Unit Development Standards in RL & RM; and amends Article 13 – Definitions thereof to read as follows:

Article 3: Applications, Permits, and Project Reviews

PART 3: IMPACT FEES

Sec. 3.3.3 Exemptions and Waivers

(a) Exemptions:

The following types of development are exempt from this Part:

1. additions to existing dwelling units, provided such additions are for residential purposes;
2. alterations to an existing use provided that such alteration occurs entirely within an existing building and within the same square footage;
3. land development which does not result in new building square footage (e.g. parking lots, facade renovations, signs, etc.);
4. additions to existing buildings for which the sole purpose is to provide additional means of egress (e.g. stair towers, elevators, etc).
- 4.5. the creation of an Additional Unit on lot or with in Owner Occupied Single Detached Dwelling as described in Sec. 4.4.5 (d) 4. D.

Commented [SM1]: Added to explicitly state that ADUs are exempt from Impact Fees, per PC recommendation.

Waiting on a response from City Atty office per PC request to consider if ADU needs to appear in ordinance. Will be updated for July meeting.

Article 3: Applications, Permits, and Project Reviews

PART 4: SITE PLAN AND DESIGN REVIEW

Sec. 3.4.1 Purpose

These site plan review regulations are enacted to provide for the consideration of site features and their location and arrangement so as to protect important natural and cultural features, ensure the adequacy of parking and circulation, provide for necessary landscaping and screening, and protect and maintain the character and development pattern of the surrounding area.

Additionally, design review regulations are intended to provide for the detailed review of certain uses, structures, and architectural features in those areas of the city which contain structures of historical, architectural, or cultural merit, and where the community has a particular interest in the design of future development in order to address specific land development objectives.

Sec. 3.4.2 Applicability

(a) Site Plan Review:

Site Plan Review shall be required for the approval of all development subject to the provisions of this ordinance with the exception of single-family dwellings not otherwise subject to the requirements of Design Review.

(b) Design Review:

No structure may be erected, reconstructed, substantially altered, restored, moved, or demolished or any site improvement or modification made without approval subject to the provisions of this part and the review criteria described in Art 6
Design Review shall be required for the approval of all development subject to the provisions of this ordinance for within the following geographic areas or for all development subject to the following provisions:

1. For any projects located within the geographic areas as delineated as applicable on Map 3.4.2-1 within the Design Review Overlay District Applicable as defined in Article 4, Sec. 4.5.1, and any of the following:
- 1-2. For any projects within geographic areas delineated as not applicable on Map 3.4.2-1 but that are subject to the following provisions:
 2. a. Any development subject to the provisions of Article 3, Part 5 – Conditional Use and Major Impact Review;
 3. b. Any development subject to the provisions of Article 5, Part 3 – Non-Conformities;
 4. c. Any development subject to the provisions of Article 5, Part 4 – Special Use Regulations;
 5. d. Any development subject to the provisions of Sec. 7.1.6 Non-Conforming Signs and Article 7, Part 3 Sign Plans;
 6. e. Any development subject to the provisions of Article 10 – Subdivision;
 7. f. Any development subject to the provisions of Article 11 – Planned Development; and,
 - g. A project within an RL District where a building contains 3 or more units or proposes more than one building on a lot subject to Sec. 4.4.5.
 8. h. Any development made subject to the provisions of this Part by direct reference not otherwise noted here.

Design Review shall not be required for:

1. Single detached dwellings and duplex dwellings within an RL district not otherwise subject to any of the above provisions.
2. All applications subject to the planBTV: Downtown Code under Art. 14, which shall be exempt from review under this section, and the development review principles and standards contained in Article 6 – Development Review Standards, and instead shall be subject to the requirements of Article 14.

Commented [MT2]: See the proposed changes to Art 3 & 4. This proposes to condense the applicability standards for design review from Article 3 & 4 together, proposes some approaches where there are gaps with new NC standards, and suggests a few minor map changes to resolve gaps between current map and NC Residential District boundary changes.

This does not fundamentally change the applicability of design review, but seeks to make it more clear. If a broader discussion about the locations/uses of design review is warranted, suggest removing this from Part 2-A and discussing in a subsequent amendment.

Commented [MT3]: This will move existing Map 4.5.1-1 to this location and renumber/rename accordingly.

Potential changes to the map to integrate existing policy with map changes from NC Part 1:

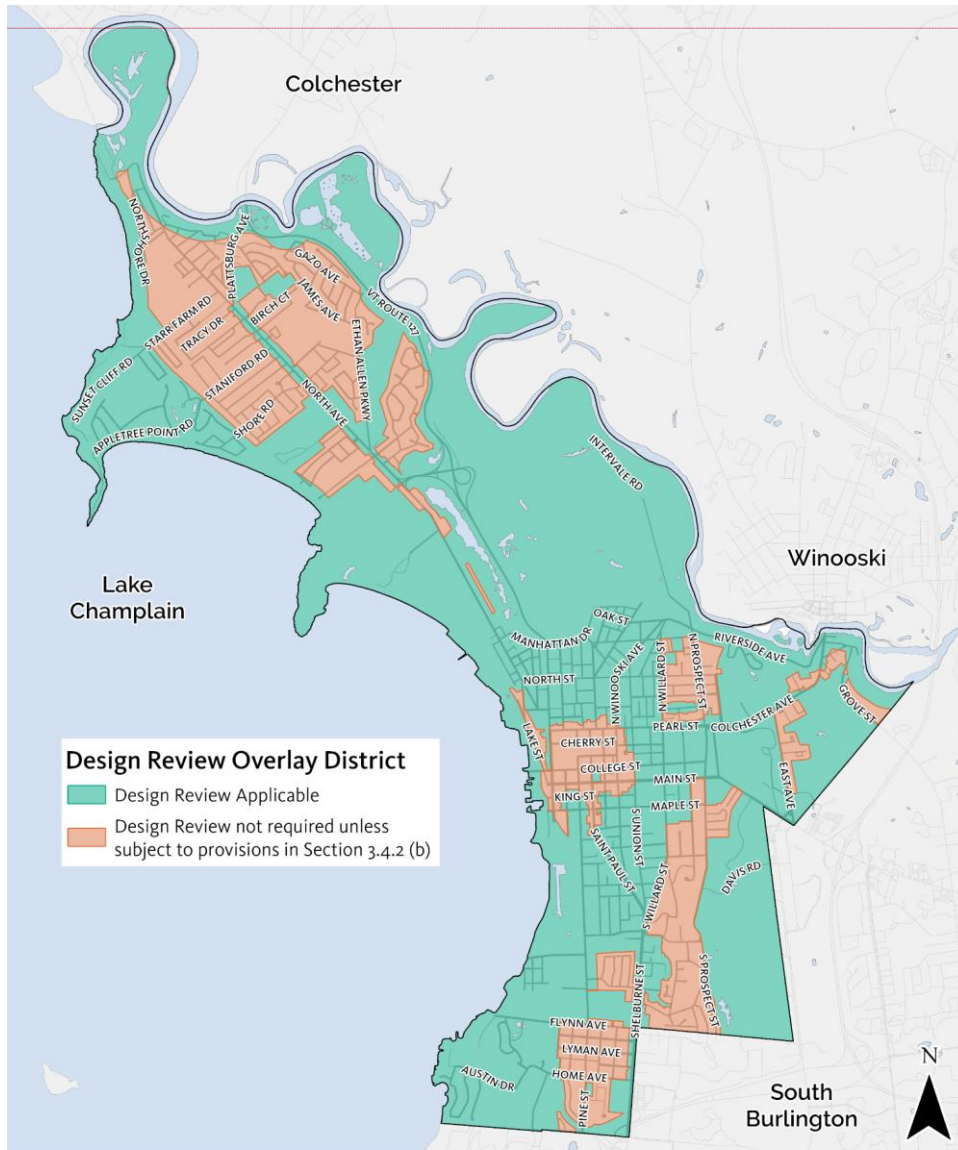
Areas that were RL that are now RM or RC – should they be added to Design Review? (RM used to be a threshold for requiring DR)

Commented [MT4]: By starting with the map of where DR is applicable, it presumes that all of the following project types are subject to DR within those zones. These are only needed to be retained for areas where DR would not otherwise be required by virtue of zoning district

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Map 3.4.2-1 Design Review Overlay District

*Burlington Comprehensive Development Ordinance
Districts effective Jan. 30, 2008 with amendments effective 06-02-2021 (ZA-21-03)*

Commented [SM5]: Incorporates the new Corridor District as well as RM areas previously zoned as RL into the Design Review Overlay District.

This new map also adjusts the colors used in an effort to make the map more intuitive.

Article 4: Zoning Maps and Districts

PART 3: ZONING DISTRICTS ESTABLISHED

Sec. 4.3.1 Base Districts Established:

The following zoning districts are hereby established as illustrated in Map 4.3.1-1 and further described in Part 4 below:

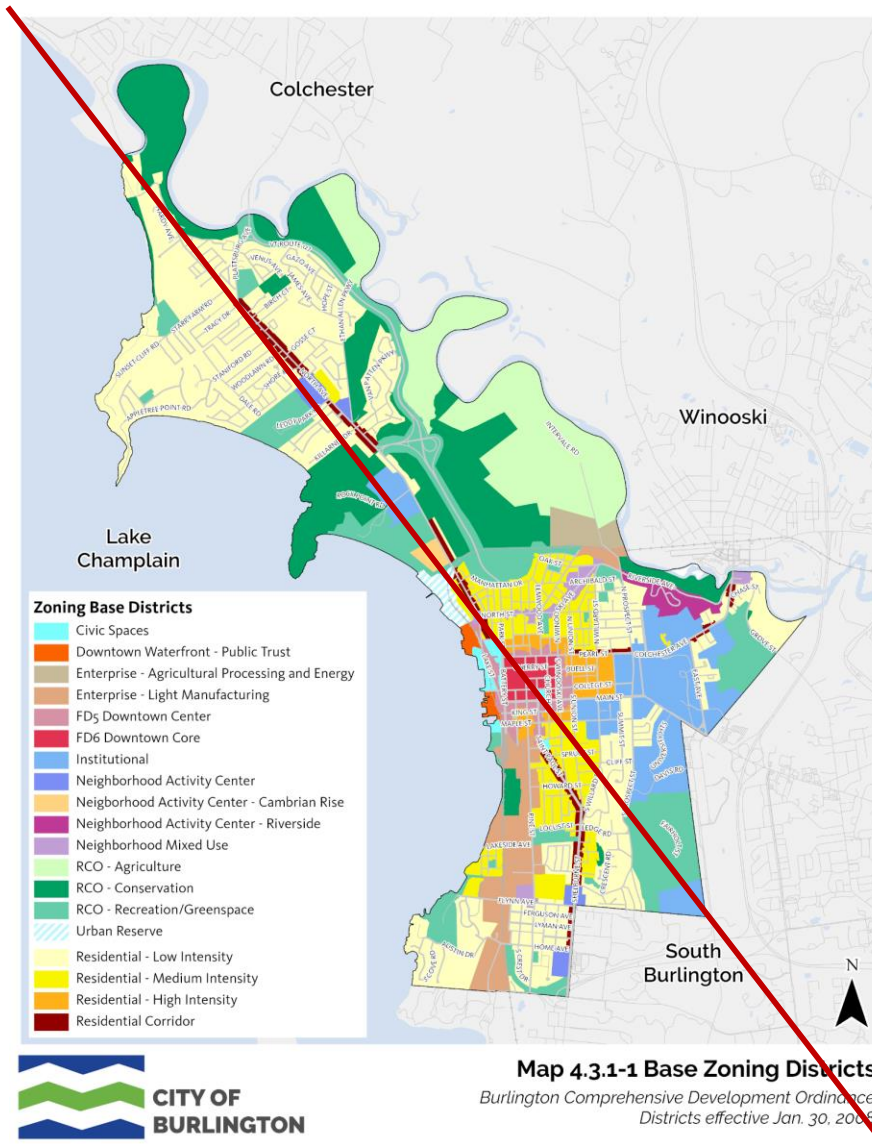
(a) through (d) – *As Written*

(e) A series of four (4) **Residential** districts: *see Sec. 4.4.5*

- Residential Corridor (RC), [where mapped, this district applies to properties with street frontage on North Avenue, Colchester Avenue, and Shelburne Street to a maximum depth of 200 ft;](#)
- Residential High Intensity (RH);
- Residential Medium Intensity (RM); and
- Residential Lower Intensity (RL);

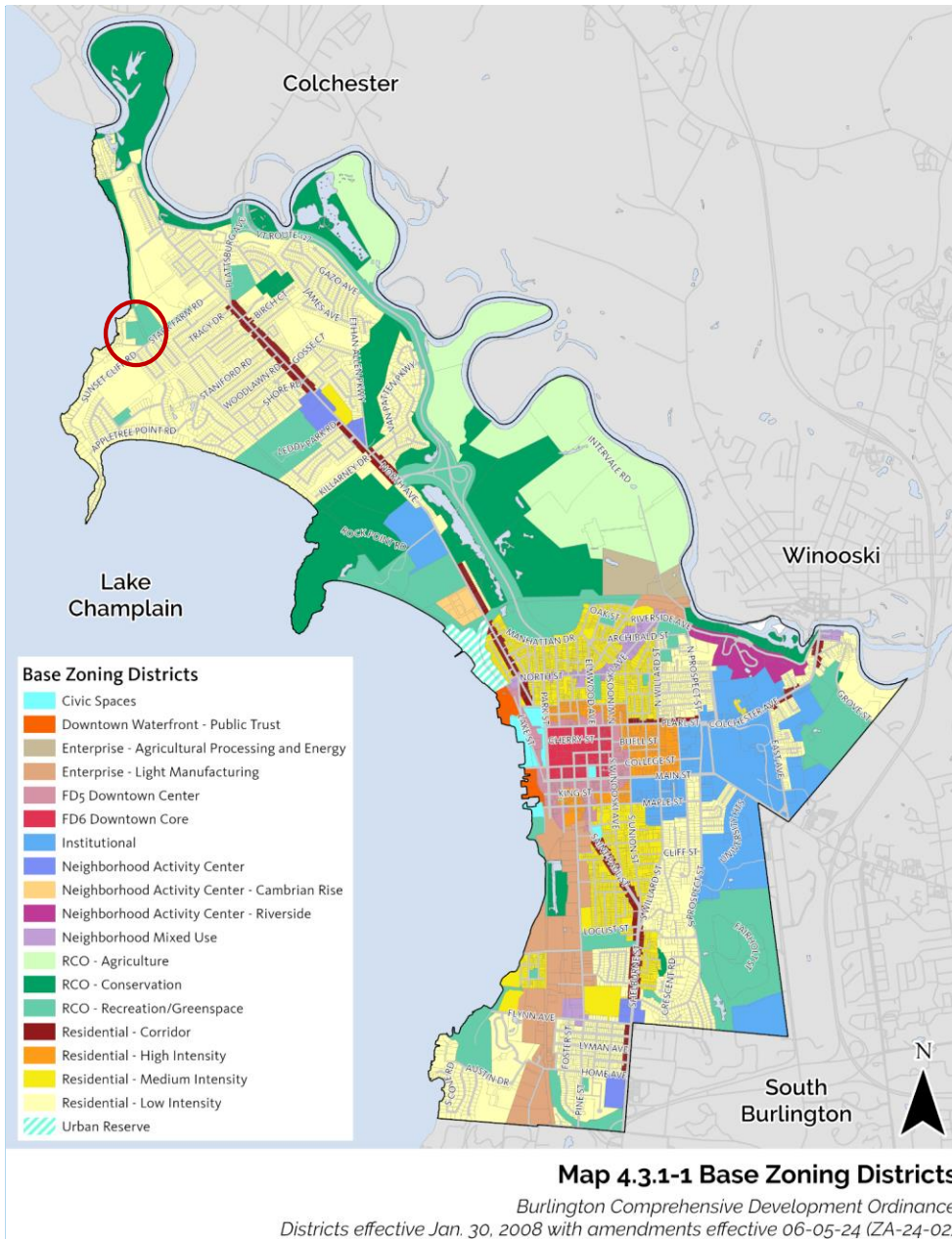
(f) through (g) – *As Written*

Commented [MT6]: Technical correction to clarify how to apply RC zone, and consistent with how the Downtown & Multimodal mixed use parking district works.



Map 4.3.1-1 Base Zoning Districts

Commented [MT7]: This corrects the inadvertent zoning change to portion of Starr Farm Park from ZA-24-02



Article 4: Zoning Maps and Districts

PART 4: BASE ZONING DISTRICT REGULATIONS

Sec. 4.4.5 Residential Districts

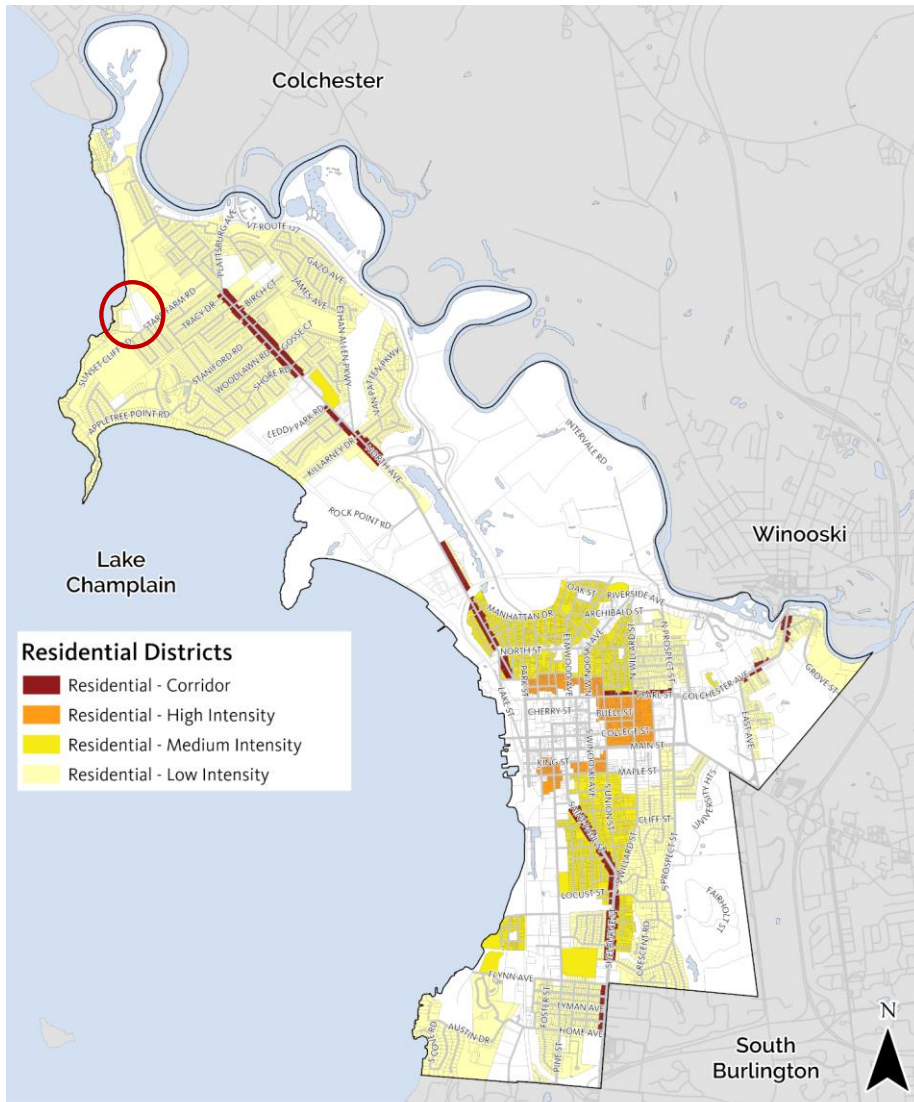
**(a) Purpose:
As Written**

The Residential districts as illustrated in Map 4.4.5-1 are further described as follows:

1. The **Residential Lower Intensity (Residential Low, RL)** – *As Written*
2. The **Residential Medium Intensity (Residential Medium, RM)** – *As Written*
3. The **Residential High Intensity (Residential High, RH)** – *As Written*
4. The **Residential Corridor (RC)** district is intended for residential development that includes a mix of housing types such as duplex, triplex, quadplex, townhouse, and mid-sized, multi-unit and mixed-use buildings along major multi-modal transportation corridors that are adjacent to low intensity districts. Single-family detached dwellings are limited to buildings originally built for such purpose. New and infill development may be located closer to the street than historic development patterns, with building heights ranging from two to three and a half up to four stories and high lot coverage. Neighborhood-serving commercial uses may be incorporated in existing or new buildings.

Commented [MT8]: Corrects an inconsistency between the purpose statement and tables that follow.





Map 4.4.5-1 Residential Zoning Districts

*Burlington Comprehensive Development Ordinance
Districts effective Jan. 30, 2008 with amendments effective 06-05-24 (ZA-24-02)*

Commented [MT9]: Makes same correction to Starr Farm.

Sec. 4.4.5 Residential Districts

(b) Dimensional Standards

The intensity of development, dimensions of building lots, the heights of buildings and their setbacks from property boundary lines, and the limits on lot coverage shall be governed by the following standards:

Table 4.4.5-1 Lot Size, Frontage, Setback, and Lot Coverage Standards in Residential Districts

District	Min. Lot Frontage ^{2,3,4,5} (linear feet)	Setbacks ^{1,6,7,8,9}			Lot Coverage ^{1,10}
		Front	Side	Rear	
Residential Low (RL)	30'	Min: Avg. of front setback 2 adjacent lots on both sides +/- 5 feet Max required: 25 ft	Min: 10% of lot width or avg. of side setback of 2 adjacent lots on both sides Max required: 20 ft	20 ft.	45%
Residential Medium (RM)				15 ft.	55%
Residential High (RH)	N/A			80%	
Residential Corridor (RC)	N/A	Min required: 5 ft Max permitted: 20 ft		80%	

1.

Details regarding the measurement of and exceptions to coverage and setback standards are found in Art 5.

2.

The DRB may reduce the frontage requirements for lots fronting on cul-de-sacs, multiple streets, or corner lots to more closely reflect an existing neighborhood pattern.

3.

Exceptions to frontage requirements for flag lots and small lot subdivisions are found in Sec. 5.2.2

4.

For lots in RL or RM with more than two primary buildings, the minimum lot frontage shall be 45'.

5.

Average setback for front and side setbacks are calculated based on 4 adjacent lots, two on each side within the same block and on lots with the same frontage requirements. For the purposes of determining the required front setback only, among the comparative sample of four neighboring properties, one may be removed from the averaging calculation.

6.

Where there are fewer than 2 adjacent lots on both sides within the same block having the same street frontage, the average side yard setback shall be calculated from the fewer number of lots. Where there are no adjacent lots, the side setback shall be 10% of the lot width. Refer to Sec. 5.2.5 for additional details.

7.

A 75 ft setback shall be required from the ordinary high water mark of Lake Champlain and the Winooski River. Additional setbacks from the lakeshore and other water features may be applicable per the requirements of Sec 4.5.3 Riparian and Littoral Conservation Overlay Zone.

8.

For properties in the RL and RM zones with frontage along Lake Champlain or the Winooski River, the front yard setback shall not be required to exceed 50 feet.

9.

An additional ten per cent (10%) lot coverage may be permitted for accessory residential features per (d) 2C below.

10.

Reserved

Commented [MT10]: This is a placeholder for the lot cover footnote that will relate to Cottage courts in a future amendment, rather than deleting the stray footnote number from the table.

Table 4.4.5-2 Principal & Secondary Structures Massing and Placement Standards in Residential Districts

District	Max Height & Stories ^{1,3}	Max Dwelling Units per Structure ^{2,3}	Max. Principal Structure Footprint ³	Max. Secondary Structure Footprint ³	Max Building-face before providing offset ⁵ <u>Max. Linear Elevation before offset⁴</u>	Min. Distance between Structures on same lot
Residential Low (RL)	35' 3 stories	4	1,800 sq.ft	1,100 sq.ft.	50'	15'
Residential Medium (RM)	35' 3 stories	4	1,800 sq.ft.	900 sq.ft.		
Residential High (RH)	50' 4 stories	N/A	N/A	N/A		
Residential Corridor (RC)			3,600 sq.ft.	N/A		
1. Details regarding the measurement of and exceptions to height limits are found in Art 5. 2. Minimum dwelling unit size is 350 sq.ft. 3. Within RL and RM zones, lots may have up to one (1) Principal and one (1) Secondary structure per lot, except as may otherwise be allowed by Table 4.4.5-3 or Article 11. Where an existing Principal Structure contains only an owner-occupied Single detached dwelling, and proposes to add one additional unit within the Principal Structure or in a Secondary Structure, see additional provisions in Sec. 4.4.5 (d) 4. D. 4. Required on all building facesElevations. Minimum offset is 5 ft measured perpendicular to the building face Elevation in excess of 50 ft linear feet.						

Commented [MT11]: Reference to Table 4.4.5-3 is an intentional placeholder for cottage courts in a future amendment.

Commented [MT12]: This is to call attention to the new section in the residential districts which brings the ADU standards into the NC details.

(c) **Permitted and Conditional Uses:**
As Written

(d) **District Specific Regulations:**

The following regulations are district-specific exceptions, bonuses, and standards unique to the residential districts. They are in addition to, or may modify, city-wide standards as provided in Article 5 of this ordinance and district standards as provided above.

1. Additional Residential Development Permitted

In addition to any applicable development permitted according to Article 11- Planned Unit Development, the following additional development types and intensities shall be allowed within the Residential Districts, subject to the following standards.

A. Reserved

Table 4.4.5-3 Reserved

B. Residential Development Bonuses

The following exceptions to maximum allowable residential standards in Tables 4.4.5-1 and 4.4.5-2 may be approved in any combination subject to the maximum limits set forth in Table 4.4.5-6 at the discretion of the DRB. Any bonuses that are given pursuant to this ordinance now or in the future shall be regarded as an exception to the limits otherwise applicable.

(i) Senior Housing Bonus

Residential development in excess of the limits set forth in Tables 4.4.5-1 and 4.4.5-2 may be permitted by the DRB for projects including exclusively senior housing provided the following conditions are met:

- a) No less than twenty-five (25) per cent of the total number of units shall be reserved for low-moderate income

Commented [MT13]: FYI: This section was already adopted into the code as a placeholder for Cottage Courts related to the footnote comments in the tables above.

Commented [MT14]: This section has been updated to address how the development bonuses adapt to Table 4.4.5-2 and Article 11 approach recommended.

households as defined by state or federal guidelines, including no less than ten (10) percent reserved for low-income households. (Projects taking advantage of this bonus are exempt from the Inclusionary Zoning requirements of Article 9, Part 1.);

b) The proposal shall be subject to the design review provisions of Art. 6;

~~c) A maximum of an additional 10 feet of building height may be permitted in the RH District; and,~~

~~d) Lot coverage, height, and development intensity shall not exceed the following. The maximum dwelling units per building in Table 4.4.5-2 may be waived subject to the DRB approval under Article 11, and residential densities shall not exceed the following:~~

Table 4.4.5-4: Senior Housing Bonus

District	Maximum Lot Coverage	Maximum Development Intensity Density	Maximum Height
RL	4455%	20 du/ae 1.5 FAR	4 stories, 50 ft
RM	4865%	40 du/ae 1.75 FAR	
RH	9290%	80 du/ae 2.0 FAR	5 stories, 62 ft.

(ii) **Residential Conversion Bonus**

Development in excess of the limits set forth in Tables 4.4.5-1 and 4.4.5-2 may be permitted by the DRB subject to conditional use review for the conversion of an existing non-conforming nonresidential principal use to a conforming residential use subject to all of the following conditions:

a) Any applicable lot coverage, height, FAR, and units per building limits may be modified by the DRB up to a limit of 100% of the pre-application coverage, height and GFA condition.

a) Lot coverage and residential densities shall not exceed the following:

Table 4.4.5-5: Residential Conversion Bonus

District	Maximum Coverage	Maximum Density
RL	50% (62% with inclusionary allowance)	8 du/ae (8.75 with inclusionary allowance)
RM	60% (72% with inclusionary allowance)	30 du/ae (37.5 with inclusionary allowance)
RH	80% (92% with inclusionary allowance)	60 du/ae (69 with inclusionary allowance)

(iii) **Limitations on Residential Development Bonuses:**

For projects where the conditions of more than one applicable bonus listed above and under Sec.5.4.8 (e) are met, and where any applicable development allowances per Article 9 are utilized, the applicant may use the most permissive exemption to the underlying lot coverage or residential intensities applicable.

In no case shall any development bonuses and allowances granted, either individually or in combination, enable a building to exceed the maximum density/development intensity, lot coverage, and building height permitted in any district as defined below:

Commented [MT15]: This aligns the lot cover bonus to new NC standards for lot cover in these zones. Generally, this bonus previously allowed approx. a 10% lot cover for each district.

Commented [MT16]: Most often, these projects are going to be subject to PUD developments, vs small individual NC scale projects. Therefore, these bonuses are calibrated to the FAR that is allowed in the new proposed standards for Article 11.

Commented [MT17]: This did not used to allow an additional story in RL & RM. However, changes to Act 47 of 2023 state that if a project is providing 20% affordable housing, they shall be entitled to an extra story of height. Because this is separate from Article 9, and therefore any intensity bonuses afforded to a project under that, this change is necessary to ensure this bonus complies with state requirement.

Commented [MT18]: Previously, RH height was limited to 3 stories, and this bonus allowed an extra floor just for the RH district. If we wish to keep the extra floor bonus in RH, with the new height limit in RH of 4 stories, then this is the new max height.

Commented [MT19]: The focus here is on converting a non-conforming and non-residential use in a residential area to residential. This takes the approach that any existing non-conformity can be retained, but repurposed into residential uses with whatever # of units works within those limits.

Table 4.4.5-56: Maximum Intensity, Lot Coverage and Building Heights with Bonuses

District	Maximum Density/FAR*	Maximum Height	Maximum Lot Coverage*
RH	80-du/ae2.0 FAR	4562-feet	9290%
RM	40-du/ae1.75 FAR	3550-feet	7265%
RL	20-du/ae1.5 FAR	3550-feet	6255%

*- or 125% of the pre-application gross floor area or coverage of the qualifying principal building as may be applicable per Table 5.4.8-1 Historic Building Rehabilitation Bonus

Commented [MT20]: Renumbered because the prior table is getting deleted.

2. Exceptions to Dimensional Standards

A. through C – As Written

D. Exceptions to Maximum Building Footprint Limit

- (i) Existing structures legally existing as of January 1, 2024 in excess of the building footprint limits in Table 4.4.5-2 shall not be considered non-conforming. Such buildings shall only be allowed to be converted, adaptively reused, or enlarged, including for the purpose of adding additional units, within the limits this part or as otherwise permitted in Sec. 5.4.8 or Article 11.
- (ii) Single-family homes legally existing as of January 1, 2024 in excess of the building footprint limits in Table 4.4.5-2 may be expanded to 125% of the pre-existing footprint, as long as no additional units are added.

Commented [MT21]: This is to answer the question we have received about existing buildings that are already larger than the limit, as well as whether existing SF homes already bigger than 1800 sf should be allowed to expand.

Some policy questions have come up about why would exempt SF homes, and not buildings that allow another unit. Can discuss with PC if needed.

3. Exception for Neighborhood Commercial Uses

As Written

4. Miscellaneous Standards

(A) Through (C) –As Written

D. Additional Unit on lot or with in Owner Occupied Single Detached Dwelling

Where an existing Principal Structure in any Residential Zoning District contains only an owner-occupied Single Detached Dwelling, and an applicant proposes to add a single additional dwelling unit within the Principal Structure or within a detached Secondary Structure on the same lot as the owner-occupied home, the application shall be eligible for shall be subject to administrative review and approval according to Sec.3.2.7 (a) 13, and exempt from paying impact fees, according to Sec. 3.3.3., except where otherwise required.

Commented [MT22]: Per commission discussion of using admin review and impact fee waiver as an owner incentive.

Commented [SM23]: Removing "shall be eligible" to following PC discussion on 6/11 to prevent any questions that might come from using the term "eligibility"

(e) Effective Date.

The amendments to this Section 4.4.5 that allow for a secondary structure within RL and RM zones, except as may otherwise be allowed by Article 11, are effective October 1, 2024.

Article 4: Zoning Maps and Districts

PART 5: OVERLAY ZONING DISTRICT REGULATIONS

Sec. 4.5.1 ~~Reserved~~ Design Review Overlay District

(a) Purpose:

The Design Review Overlay District (DR) is intended to provide detailed individual review of certain uses and structures in those areas of the city which contain structures of historical, architectural, or cultural merit, and where the community has a particular interest in the design of future development in order to address specific land development objectives.

(b) Areas Covered:

The geographic areas subject to the Design Review Overlay shall be as delineated on Map 4.5.1-1: Design Review Overlay, that include the following:

— The following zoning districts:

- The Downtown Waterfront—Public Trust district and all Neighborhood Mixed Use, Enterprise, Institutional, Urban Reserve, and Recreation, Conservation and Open Space districts; and,
- Portions of the Residential Districts as identified in Map 4.5.1-1 and described below:

(1) The following areas within Residential Districts:

- All properties west of the Burlington Bike Path north of College Street;
- All properties west of the Vermont Railway line south of Lakeside Ave;
- All properties within 500' of Lake Champlain or the Winooski River;
- All properties with frontage on Brooks Avenue;
- All properties within the area bounded by Maple, South Willard, Howard and South Union streets;
- All properties with frontage on the west side of South Union St. between Main and Howard streets;
- All properties with frontage on the north side of Howard St. between South Union and St. Paul streets;

(1) The following uses, buildings, and properties within Residential Districts:

A. ~~All~~ nonresidential uses, residential uses with home occupations, or other conditional uses, having frontage on the following major streets:

- (+) Shelburne Street, from its point of beginning southerly to its intersection with Home Avenue;
- (+) South Union Street, from its intersection with Howard Street southerly to its terminus at Shelburne Street;
- (+) St. Paul Street, from its intersection with Howard Street southerly to its terminus at Shelburne Street;
- (+) Colchester Avenue, from its intersection with East Avenue northeasterly to its intersection with Barrett Street; and
- (+) North Avenue, from its intersection with Convent Square northerly to its intersection with Plattsburg Avenue.

(c) District Specific Regulations: Design Review Overlay District:

⁴ This Section only defines the geographic areas of the city that are subject to Design Review. Other types of development are also subject to Design Review pursuant to the requirements of Article 3, Part 4:

Commented [MT24]: By creating the RC, which allows multiunit buildings and neighborhood commercial uses, effectively means that anything except a single family home or duplex within the RC would be subject to design review if we want to keep the same applicability thresholds. We should update the map to add RC areas to the “applicable” to make this clear.

The area covered by ii. is now in RM. Based on the other changes embedded here, same would apply; all but SF & duplex would be applicable.

Within this overlay district, no structure may be erected, reconstructed, substantially altered, restored, moved, or demolished or any site improvement or modification made without approval subject to the provisions of Article 3, Part 4 pertaining to Design Review and the review criteria described in Art 6.



Commented [MT25]: This map will be moved to Article 3, and may incorporate changes per the above sections.

Article 5: Citywide General Regulations
PART 2: DIMENSIONAL REQUIREMENTS

(b) Exceptions to Lot Coverage:

In all districts, the following shall not be counted as lot coverage:

1. through 9. – **As Written**

~~10. For lot area occupied by an ADU, the DRB may approve up to 650 sq. ft. additional lot coverage over existing lot coverage, even if present or proposed lot coverage exceeds the standard lot coverage limits. To grant such an exemption, the DRB must find that the existing lot coverage has been lawfully created, and that the proposed location, site design, and improvements will enable on-site management of the first one inch of stormwater runoff from the lot area of the ADU exceeding the applicable lot coverage limit, and will not have undue adverse impact on public rights of way based on the review of the DPW Stormwater Program Manager.~~

Commented [SM26]: Addressed in ZA-24-04's modest increases to the maximum allowable lot cover in Residential Districts.

Article 5: Citywide General Regulations
PART 4: SPECIAL USE REGULATIONS

Sec. 5.4.5 Accessory Dwelling Units

(a) Accessory Units, General Standards/Permitted Uses:

Where there is a principal structure on a lot which exists as an owner-occupied single family residence, one accessory dwelling unit, that is located within or appurtenant to such single family dwelling, shall be allowed as a permitted use if the provisions of this subsection are met. An accessory dwelling unit means a dwelling unit that is clearly subordinate to the principal dwelling, and has facilities and provisions for independent living, including sleeping, food preparation, and sanitation. An accessory unit shall not be counted as a dwelling unit for the purposes of density calculation. Additionally, there must be compliance with all the following:

0. The property has sufficient wastewater capacity as certified by the Department of Public Works; and
0. The unit does not consist of more than 900 sq.ft., or 30 percent (30%) of the Gross Floor Area of the principal home, whichever is greater; and
0. Applicable setback and coverage requirements are met, except as provided for in Sec. 5.2.3 (b) 10; and
0. A deed or instrument for the property shall be entered into the land records by the owner containing a reference to the permit granting the accessory unit prior to the issuance of the certificate of occupancy for the unit. Such reference shall identify the permit number and note that the property is subject to the permit and its terms and conditions including owner occupancy. No certificate of occupancy shall be issued for the unit unless the owner has recorded such a notice.

(b) Discontinuance of Accessory Units:

Approval of an accessory dwelling unit is contingent upon owner occupancy of either the principal or accessory dwelling unit as a primary residence. For purposes of this section, owner occupancy means that, after the creation of the accessory unit all individuals listed on the deed for the property must reside in the principal unit or in the accessory unit. If neither the principal unit nor the accessory unit is owner-occupied as a primary residence, the approval for the accessory dwelling unit is void and the kitchen of the accessory dwelling unit must be removed within 90 days with the entirety of the property being occupied as a single unit. When an accessory unit that is the result of additional square footage and/or a new accessory structure is proposed to be removed, revised floor plans and a revised site plan shall be required to be submitted for review and approval.

Furthermore, where additional square footage is added to a single family home for purposes of creating an accessory unit and the accessory unit is at any point discontinued, none of the additional square footage shall be eligible for the purposes of increasing the number of unrelated adults that may be allowed to inhabit the property.

Commented [MT27]: Per discussion with the PC, we collapsed this into an incentive within Sec. 4.4.5.

Article 11: Planned Development**PART 1: PLANNED UNIT DEVELOPMENT****Sec. 11.1.1 Intent.** – As Written**Sec. 11.1.2 Authority.**

These regulations are enacted under the provisions of 24 V.S.A. Section 4417.

Sec. 11.1.3 General Requirements and Applicability

With the exception of development subject to the requirements of Art 14, any development involving multiple lots, tracts or parcels of land to be developed as a single entity, or seeking to place multiple structures and/or uses on a single lot where not otherwise permitted, may be permitted as a PUD subject to the provisions of this Article.

A planned unit development may be permitted subject to minimum project size as follows in the following districts:

Table 11.1.3-1 Planned Unit Development Project Size Standards

Districts	Minimum Project Size
RH, RM , Downtown Waterfront – Public Trust District and Neighborhood Mixed Use, Institutional, E-LM	No minimum project size.
RL, RCO-R/G, RM	2 acres or more 0.5 acres ¹

1. See Table 11.1.3-2 for additional standards for PUD project sizes in the RL and RM districts.

Table 11.1.3-2 Planned Unit Development Standards

District	Lot Size	Setback		Max. FAR	Max. Bldg. Height	Max. Bldg. Footprint ^{2,3}	Max. Bldg. Elevation Before Providing Offset	
		Front Internal ROW ¹	Project Periphery					
RL	0.5-1 Acre	0' Min 20' Max.	Min: 10% of lot width or avg. of side setback of 2 adjacent lots on both sides. Max Required: 20 ft.	0.5	3 Stories 35 ft.	1,800 sq. ft. 5,000 sq. ft. 15,000 sq. ft.	N/A	
	1-3 Acres			50 ft.				
	3+ Acres							
RM	0.5-1 Acre			1.0				N/A
	1-3 Acres						50 ft.	
	3+ Acres							

1. Front setbacks shall be measured from the edge of the Right-of-Way, that is fully internal to the project, to which the building draws its frontage. Buildings must be at least 10' from the curb or edge of a public Right-of-Way if no curb exists, except where the ROW is a Public Path, in which case the building must be at least 5' from the edge of the Public Path.

2. For projects within RL & RM zones, the limit on the number of primary and secondary structures is not applicable.

3. The DRB may grant an expansion beyond these maximum footprints for additions to existing buildings in excess of these footprint limits as of January 1, 2024.

Sec.11.1.4 Modification of Regulations.

With the approval of the DRB after a public hearing, the following modifications of the requirements of the underlying zoning may be altered within a planned unit development:

- minimum lot size, frontage, lot coverage, and setback requirements may be met as calculated across the entire project rather than on an individual lot-by-lot basis;
- required setbacks may apply only to the periphery of the project rather than on an individual lot-by-lot basis;
- more than one principal use and more than one principal structure may be permitted on a single lot;
- one or more residential uses not otherwise permitted may be permitted; and,
- buildings may be of varied types including single detached, attached, duplex or apartment construction.

Any proposed modifications of regulations shall be listed in a statement accompanying the application submission and such modifications shall be subject to the provisions of Sec. 11.1.5 and Sec. 11.1.6.

Article 13: Definitions

Sec. 13.1.2 Definitions

Building Footprint: The sum of the area of the largest floor of a Building measured from the exterior Elevations. It does not include un-insulated porches if said areas are not used for human occupancy, nor protrusions in a wall (i.e. a bay window) if such protrusions do not create habitable area.

Elevation: An exterior wall of a Building.

* Material stricken out deleted.

** Material underlined added.



Joint Institutional Parking Management Plan

2024 Annual Update

Prepared for: Burlington Planning Commission

Submitted by: CATMA

Date: July 9, 2024



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1. Introduction

The Joint Institutional Parking Management Plan (JIPMP) is submitted to the Planning Commission and Development Review Board to demonstrate current and anticipated parking demand for Burlington's "Hill" Institutions to meet the requirements set forth in [Article 8 of the Comprehensive Development Ordinance](#). Burlington's "Hill" Institutions, comprised of Champlain College, University of Vermont (UVM), and University of Vermont Medical Center (UVMC), are the founding members of the Chittenden Area Transportation Management Association (CATMA). CATMA has submitted the Joint Institutional Parking Management Plan and annual updates to the City of Burlington on behalf of the "Hill" Institutions since 2009. The current [2023-2028 JIPMP](#) was approved by the Burlington Development Review Board on July 18, 2023.

This Annual Update is submitted to the City's Office of City Planning and Department of Permitting & Inspections by CATMA on behalf of its founding institutional members: Champlain College, the University of Vermont, and The University of Vermont Medical Center.

Joint Institutional Parking Management Plan 2024 Annual Update

Purpose

The JIPMP annual updates are intended to:

- Provide updated data to the approved 5-year JIPMP
- Demonstrate that the institutions are employing, maintaining, improving and collaborating on transportation demand management (TDM) practices as outlined in the 5-year plan
- Demonstrate that the institutions are managing parking demand and resources holistically, based on updated enrollment, employment, and/or parking policy updates and supplying adequate parking facilities

Content

The 2024 JIPMP contains a narrative outlining updates to the approved 2023-2028 JIPMP, including a collective summary chapter highlighting the current parking conditions of each institution, on-street parking trends, transportation trends and TDM strategies.

There are also individual chapters for each institution (Champlain College, University of Vermont, and The University of Vermont Medical Center) which contain the following information:

- Current users, infrastructure, and development
- Status of building projects
- Updates on lot counts and on-street parking from the [2023-2028 JIPMP](#)
- Institutional mode trends reported from the 2023 Fall CATMA Employee and Student Transportation Surveys
- Updates on institution specific TDM strategies

About CATMA

CATMA was established in April 1992 by the three "Hill" institutions in Burlington: Champlain College, University of Vermont, and the University of Vermont Medical Center. In January 2015, CATMA expanded to a regional Transportation Management Association (TMA) serving Chittenden County with transportation demand management services, incentives, and programs. Its mission is

to work with members and community partners to plan and manage safe, convenient, and economical transportation and parking options in ways that better coordinate land use and reduce environmental impacts. In addition to collective parking management among the Hill institutions, they have also invested in and committed to TDM strategies for 31+ years. An overview and information on CATMA can be found at catmavt.org.

Transportation Management Associations (TMA)

TMA's are associations, organizations, or cooperatives that provide transportation services and education to businesses, property owners, residents, and employees in a defined geographic area, combining their efforts to expand transportation options and reduce program costs. They are not-for-profit collaborations of private and public sector entities working together towards common goals, such as congestion mitigation, transportation services and pollution reduction.

Transportation Demand Management (TDM)

The term 'transportation demand management' means the use of strategies to inform and encourage travelers to maximize the efficiency of a transportation system, leading to improved mobility, reduced congestion, and lower vehicle emissions, including strategies that use planning, programs, policies, marketing, communications, incentives, pricing, data and technology."¹

¹ Definition as proposed by the [Association for Commuter Transportation](http://www.associationforcommutertransportation.org) for federal law

2. Collective Institutional Summary

Each of the institutions' parking supply and demand are summarized within based on data gathered during the Fall of 2023. This assembled data informs the analysis that demonstrates the existing parking supply meets current demand for each institution.

In addition, information regarding the anticipated development and growth on each campus informs the anticipated parking supply and demand out to 2028. Future demand predictions and additional information can be found in the [2023-2028 JIPMP](#). The intent of the JIPMP, and parking management planning more generally, is to demonstrate the policies and programs that enable more efficient utilization of parking resources. For the institutions, this has and continues to entail many strategies employed collectively, through CATMA and agreements among the institutions, as well as individually, to best utilize resources given the transportation mobility and parking needs of each institution's population.

Peak Parking Demand

Two primary methods can be used to estimate the current and future peak parking demand for each institution: lot counts and survey data. These methods have been utilized previously and are referenced in the [2023-2028 JIPMP \(pg. 17\)](#). As noted in previous JIPMP documents, there are limitations to both methods of estimating parking demand, however, it is reasonable to assume that these two methodologies provide low and high estimates to represent the "bookends" in understanding peak parking demand on campus.

Quarterly lot counts conducted consistently provide a ground truth during limited time windows (i.e. three days during peak periods at four times throughout the year) to demonstrate the utilization of the institutionally controlled lots. Although these time windows are targeted to capture peak times, it is recognized that this count data may slightly underestimate the typical peak parking demand as it only represents a limited time frame and may not capture peak parking demand due to variability. The peak of the utilization counts is used to represent peak parking based on lot counts.

Survey data provide samples from which estimates of peak parking demand can be derived based on user groups, mode trends, and other reported travel behaviors. This data summarizes typical patterns for different user groups but may not capture the daily variability that lot counts are able to, thus providing an overestimate of typical peak demand. The data collected from the CATMA Fall Transportation Survey is primarily utilized to forecast the Future Parking Demand (see Table 2.2 below) for each institution and demonstrates travel behavior trends. We have included a current peak parking demand based on 2023 Survey Data in Appendix C. An overview of Parking Demand Estimation provided by UVM Transportation Research Center can be found in [2020-2022 JIPMP](#), Appendix B which mentions the overestimate bookend the survey data represents.

The peak parking utilization counts conducted quarterly by the institutions since Fall 2019 are considered reliable given the frequency count schedule. The JIPMP Annual Updates will monitor future parking demand estimates with peak parking utilization counts.

Table 2.1 2023 and 2022 Parking Demand Summary for Champlain College, UVM, and UVMHC

2023				2022		
	Champlain College	UVM	UVMHC	Champlain College	UVM	UVMHC
Current Conditions						
Potential Users	2,452	18,726	8,716	2,348	17,540	9,427
Peak Parking Utilization Counts	440 ¹	3,238 ²	2,008 ³	427	3,508	1,941
Total Parking Supply	642	4,956	2,500	642	4,865	2,500
Net Spaces Peak Utilization	202	1,718	492	215	1,357	559

1. April 11, 2023, at noon was the peak utilization count based on 2023 count data for Champlain College.
2. July 18, 2023, at 2pm was the peak utilization count based on 2023 count data for UVM.
3. April 11, 2023, at 10am was the peak utilization count based on 2023 count data for UVM Medical Center.

Table 2.2 Future Parking Demand Summary from 2023-2028 JIPMP for Champlain College, UVM, and UVMHC

Future Parking Demand Summary (2023-2028 JIPMP)			
	Champlain College	UVM	UVMHC
Future Conditions			
Potential Users	2,990	17,820	9,427
Total Peak Parking Demand (survey data)	992	4,988	2,145
Total Parking Supply	642	5,503	2,500
Net Spaces Peak Demand	-350	515	355

Collectively, the institution's parking supply meets parking demand based on the peak parking utilization according to count data.

Trends and Patterns

Policy Shift

Updates to the [Article 8 Ordinance](#) were approved by City Council on January 9, 2023. These updates codify the shift away from parking minimums while adopting parking maximums, expanded transportation demand management, and updated institutional parking management plan requirements. It is important to note that with the amended ordinance moving away from parking minimums, the need for waiver requests when supply does not meet the minimum has been eliminated.

The 5-year JIPMP and annual updates will continue to demonstrate the current and anticipated parking supply and demand for each institution as well as the strategies employed to continue towards more efficient utilization of parking resources including TDM strategies to minimize the amount of parking demand. This policy step towards the City's climate action goals is expected to be bolstered in the near term by an upcoming transportation options study, which will recommend the policy framework for a comprehensive, citywide transportation demand management plan.

In parking management, efficiency-based standards are used to identify optimal parking supply. Such standards should primarily reflect strategic planning objectives, such as Burlington's goal for

reduced VMT and carbon emissions, and greater equity in the city’s transportation system. Secondly, but still important, efficiency-based standards should also reflect geographic, demographic and economic factors that affect parking demand, as well as the relative costs and benefits of different options. When applied comprehensively, efficiency-based standards should supply parking at the lower end of predicted demand ranges and supplement any lack of supply with alternative transportation demand management strategies.

Survey Trends on Travel Behavior

CATMA administers a survey annually to track the longitudinal travel behavior trends. In Fall of 2023, CATMA conducted a survey to its membership, including the three Hill institutions. The survey revealed the drive alone rates for the institutional user groups, including employees, students within a half mile, and students greater than a half mile from campus. It is noted that students within a short distance of their respective campus (i.e. less than a half mile) have the lowest drive alone rates. Within these distances, walking, biking, and campus transit modes meet the transportation demand effectively. Students with home locations outside of a half-mile radius of campus drive alone to campus at higher rates than their close to campus counterparts. Employees of each institution have similar drive alone rates, between 59% and 66%.

Table 2.3 Champlain College Drive Alone Mode Trend

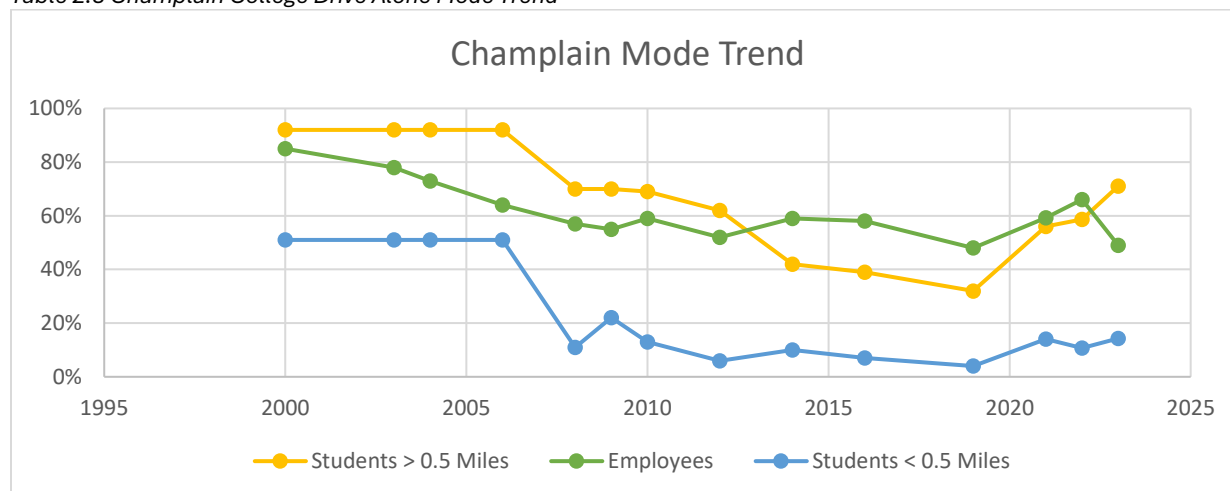


Table 2.4 UVM Drive Alone Mode Trend

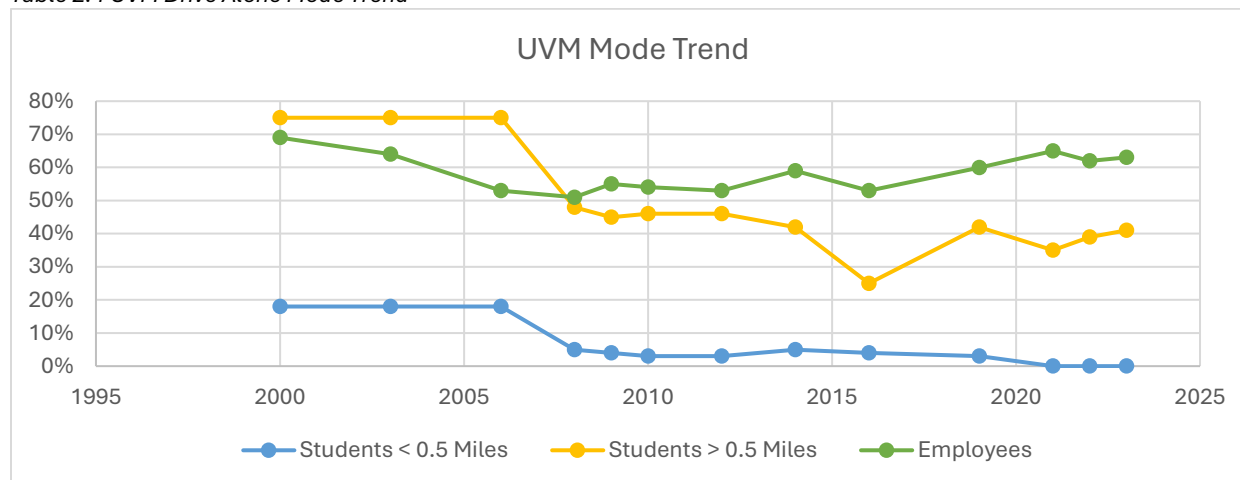
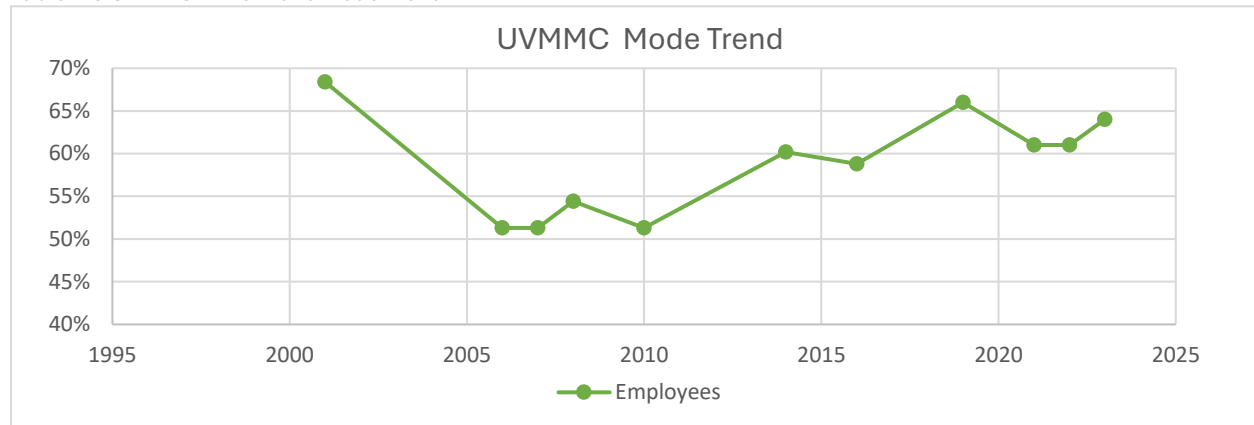


Table 2.5 UVMMC Drive Alone Mode Trend



The 2023 CATMA Survey asked employee participants approximately how far away they live from where they work. For each institution, the rate of driving alone increases with distance. For UVM and Champlain College, telework becomes the primary mode for 50+ miles. Additionally, for distances 10-20 miles and beyond, telework, carpool, and riding the bus are the popular alternatives to driving. Walking is most popular for those living within a mile of their work, and biking is most popular between the 0.5 miles and 5-mile range. It's important to recognize the current local and regional rental market, and how it may impact the overall mode trends for each institution. According to [the City of Burlington's 2023 Housing Report](#), the vacancy rate in Chittenden County is well below the balanced rate and one-third of Burlington renters are severely cost burdened. CATMA will continue to collect distance data moving forward to track distance and mode trends.

Table 2.6 Champlain College 2023 Employee Mode Split vs. Distance

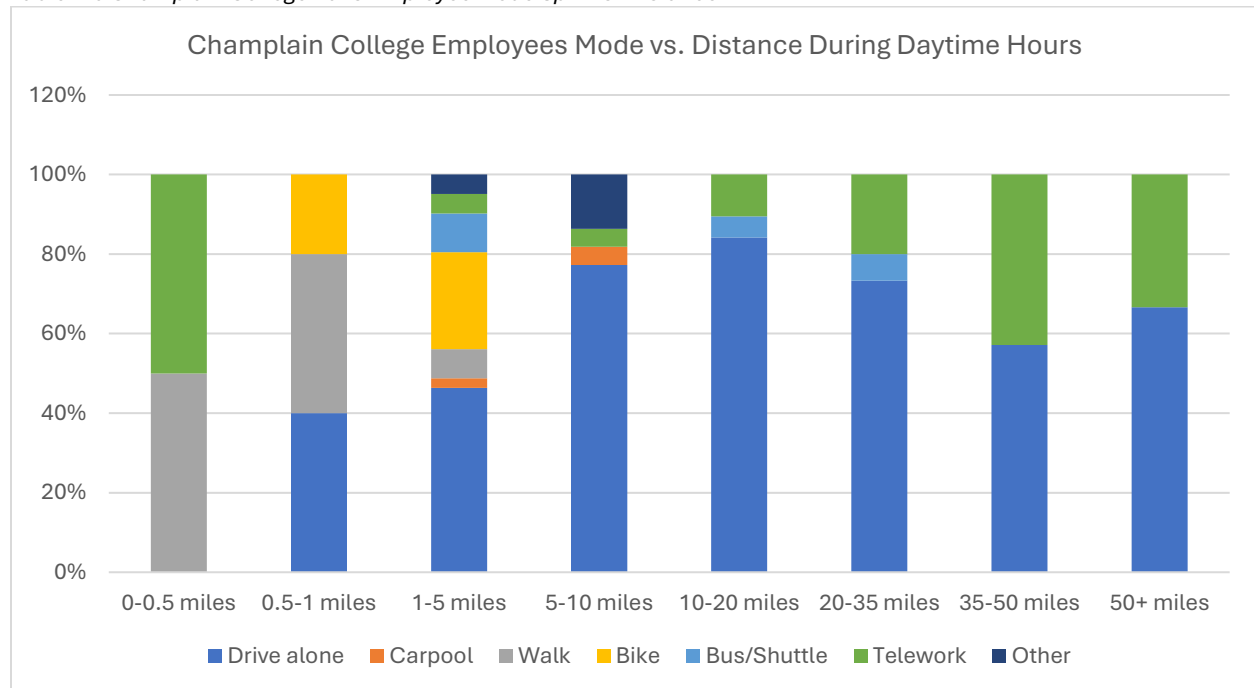


Table 2.7 UVM 2023 Employee Mode Split vs. Distance

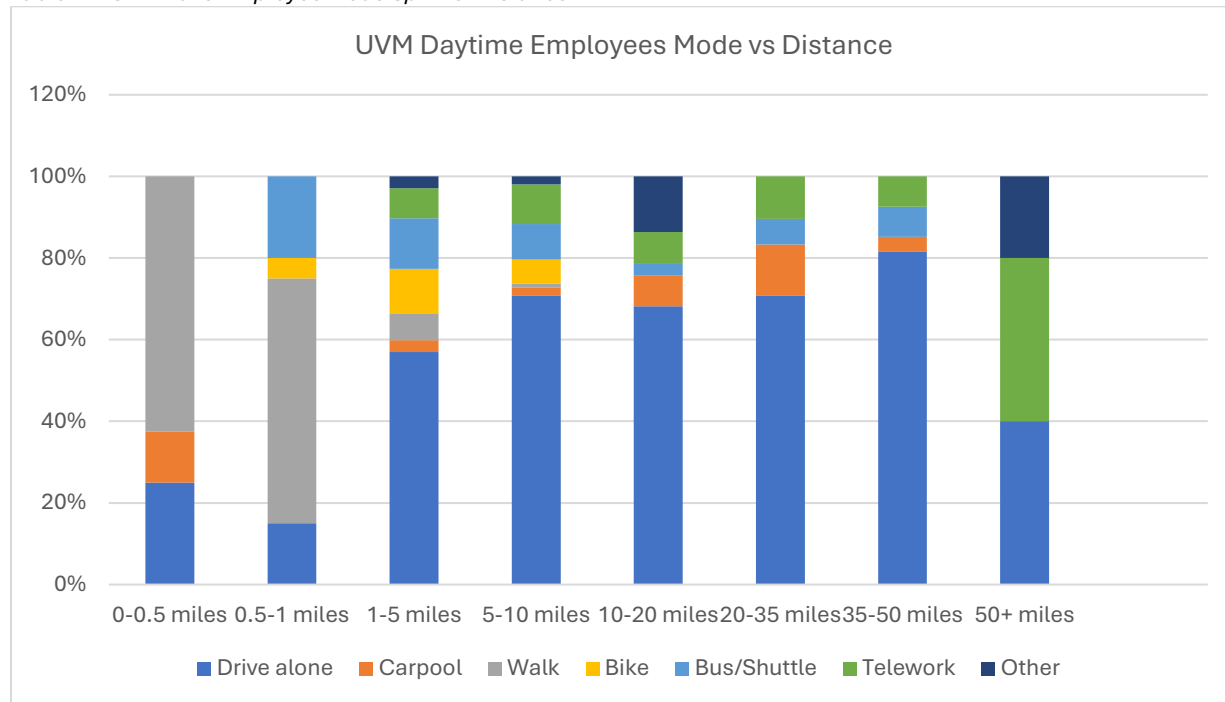
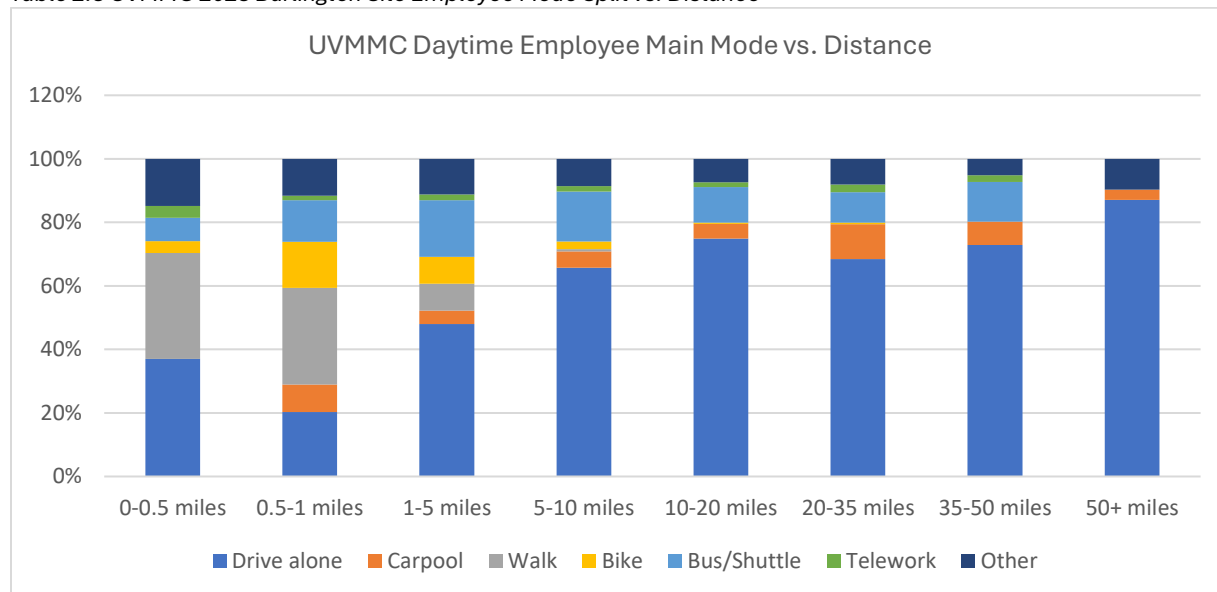


Table 2.8 UVMMC 2023 Burlington Site Employee Mode Split vs. Distance



On-Street Parking Adjacent to Institutions

There are some institutional affiliates who park on-street in nearby neighborhoods during peak time

Table 2.9 On-Street Parking at Peak Times from CATMA Survey

	2023			2022		
	Champlain College	UVM	UVMMC	Champlain College	UVM	UVMMC
Students	7%	2.1%	N/A	5.6%	2.9%	N/A
Employees	12.5%	2.3%	1.6%	11.6%	3.8%	1.1%

according to the CATMA survey administered to users in the Fall of 2023. Table 2.9 demonstrates the percent of students and/or employees that drive and are parking on nearby streets during peak times. Additionally, the survey asks participants which streets they typically park on when they park on-street. The streets reported in the 2022 survey remain popular in 2023.

In 2022, Champlain College employee and student survey participants both indicated that they primarily park on South Willard Street, Maple Street, and Summit Street. UVM employee survey participants indicated that they park on Prospect Street and Williams Street. UVM student survey participants did not have a popular street that is utilized. UVMCMC survey participants indicated that they park on Colchester Avenue, and the other two popular streets were North Prospect and South Prospect. These streets in proximity to the campus areas are generally unregulated, making them free and open to public parking.

In February of 2024, the City of Burlington collaborated with the Chittenden County Regional Planning Commission to collect on-street parking counts in nearby neighborhoods in conjunction with the institutional parking counts. The counts occurred at 11am and 8pm on February 13, 2024, and February 14, 2024. See Table 2.10 below for results of streets that had a net change of more than 40% of parking supply.

Table 2.10 On-street parking counts for unregulated blocks. Top third of highest % change.

Street Name	Tuesday, February 13, 2024				Wednesday, February 14, 2024			
	Daytime	Nighttime	Net change	% of Parking Spots Change	Daytime	Nighttime	Net change	% of Parking Spots Change
S. Williams St (Main to College)	17	9	-8	-47%	16	15	-1	-6%
Main St (S. Williard to S. Williams)	11	8	-3	-27%	9	4	-5	-56%
Summit St (Maple to Main)	31	14	-17	-55%	31	15	-16	-52%
Maple St (Summit to S. Prospect)	9	1	-8	-89%	9	2	-7	-78%
Maple St (S. Williard to Summit)	24	8	-16	-67%	24	7	-17	-71%
S. Williard St (Cliff to Spruce)	9	5	-4	-44%	11	4	-7	-64%
Maple t (S. Union to S. Williard)	28	20	-8	-29%	26	15	-11	-42%
S. Winooski Ave (Howard to Spruce)	14	31	17	55%	17	26	9	35%
S. Winooski Ave (Elm Ter to Adams)	3	7	4	57%	5	6	1	17%
S. Winooski Ave (Spruce to Elm Ter)	3	8	5	63%	4	4	0	0%
S. Winooski Ave (Adams to Maple)	14	no data	no data	0%	9	16	7	44%

3. Collective Highlights and TDM Strategies

CATMA offers its founding institutions and associate members a comprehensive suite of Transportation Demand Management (TDM) incentives, programs and services that are essential to influence, support and encourage sustainable mobility options rather than driving alone. These programs aim to reduce single occupancy vehicle use, greenhouse gas emissions, vehicle miles traveled (VMT), and traffic congestion. As demonstrated in the mode trend tables in each institutional chapter, even if these options may not be used as primary means of accessing the campuses, they present feasible alternatives to driving and parking on site that can infrequently or frequently be used to offset parking demand, among other co-benefits. The individual chapters deliver further into the strategies on each campus in regards to parking and TDM.

Transportation Demand Management

A comprehensive suite of TDM programs is essential to provide a commuter with connectivity options. Below is the suite of new and existing TDM programs, incentives, and services CATMA administers and manages for the institutions and its membership:

- Bike Share System and Discounts
- Bike/Walk Rewards Program
- Carpool and Vanpool Support Services
- CarShare Vermont Campus Program
- CATMA App (additional incentives, trip planning & event notices) implemented July 2023
- Commuter Champion Prize Drawings
- Education, Awareness, and Outreach
- Guaranteed Ride Home
- Off-site Parking and Shuttles
- Transit Programs (i.e. Unlimited Access, subsidized fares)
- Trip Planning App implemented July 2023

Off-Site Shared Parking and Shuttles

CATMA has a contract with Ride Your Bike, LLC for off-campus parking at 115 Lakeside Avenue lot. In 2023, the lease was 352 spaces of which UVM Medical Center utilized 252 spaces and Champlain College 100 spaces.

UVM Medical Center leases off-site parking at Technology Park in addition to parking spaces at UVM in close proximity to main campus. Each institution operates or contracts shuttle services to best meet the needs of their respective populations (outlined below) however, employees across institutions can utilize other institutions shuttles as needed, provided there is capacity for the institution's employees to utilize the service.

Green Mountain Transit (GMT)

Green Mountain Transit (GMT) offers many options for local and regional transit services for Champlain, UVM, and UVMMC affiliates. Local and some regional routes are available with stops on or close to each campus, with additional connections to the Downtown Transit Center for transfers to a broader range of destinations.

Funding contributions from the institutions have continued as part of the Unlimited Access Program, in part enabling GMT to remain fare free for the general public. With fares reinstated on May 20, 2024, Champlain and UVM will continue contributions on a pay-per-swipe basis to support their affiliates eligibility for free transit rides on any local or regional route with valid campus affiliation identification (i.e. the Unlimited Access Program) and UVMCC employees will be eligible for transit discounts via payroll deduction.

In general, ridership on GMT local routes have rebounded to near pre-pandemic levels and systemwide levels, as of January 2024, are -10.8% compared to pre-pandemic averages.

With GMT reinstating fares, we will receive data on actual ridership which will be included in the next JIPMP annual update.

Bike Share

CATMA along with Chittenden County regional partners launched an electric assist bikeshare system with [Bird](#) in July of 2023. Prior to July, the area did not have a system in place with the previous Gotcha bikeshare system defunct.

The Bird Electric Assist Bikeshare system of 200 electric-assist bikes can be accessed throughout Burlington, South Burlington, Winooski and the academic medical campus district. The system offers a dynamic hybrid system of Nests and lock up zones. Between July and December of 2023, the Bird system saw a 300% increase in trips from the previous docked system, with over 27,000 trips equaling 33,500 total miles ridden. The average trip was just under 10 minutes, averaging 1.25 miles, demonstrating a purpose driven system.

Bird system is \$1 to unlock the bike, .49c per minute for the duration of your trip and is easily accessible through Bird's free [mobile phone application](#). Employees and Students at CATMA membership (City of Burlington, CCRPC, Champlain College, Seventh Generation, University of Vermont, UVM Medical Center, VHFA and YMCA) with valid work/academic email address are automatically eligible for a discount of 20% off each trip.

Carshare Vermont

CarShare Vermont is a local non-profit that aims to "provide an affordable, convenient, and reliable alternative to private car ownership." CarShare Vermont operates 26 vehicles that are shared by members throughout the Burlington area. UVM and Champlain College contribute funds directly to CarShare Vermont to support a Campus Program. Affiliates are eligible to participate in CarShare's subsidized Campus Plan. Of CarShare's current 997 members, approximately 16% are subscribed to the Campus Plan and do not have a permit to park on their respective campus. This plan provides a generous discount on annual membership. There are additional campus affiliates that have membership through alternate rate plans (e.g. CarShare offers a free membership for income-eligible households). It is noted that campus affiliates use all CarShare vehicles in service and not just those located at UVM and Champlain. CarShare Vermont contributes to a reduction in vehicle ownership among its members. According to its 2023 Member Survey, 56% of members reported that they got rid of or avoided buying a vehicle. It is estimated that for every vehicle CarShare Vermont puts in service, 15 privately owned vehicles are removed. This provides many communal benefits, including reduced demand for parking. See Appendix B for more information on Carshare Vermont.

Monitoring and Evaluating Transportation Demand Management

CATMA and the “Hill” institutions work together to deliver a comprehensive suite of Transportation Demand Management strategies. These strategies aim to reduce traffic congestion and parking demand for the institutions on the “Hill” by encouraging and educating employees and students about alternative modes of transportation rather than driving alone.

The effectiveness of these strategies is measured by looking at the trends of surveyed mode splits, parking demand estimations, and lot utilization counts over time. A matrix of metrics was created in the 2023-2028 JIPMP to provide a tool to visualize the collective TDM strategies and demonstrate how the various programs perform, interact, and complement each other. The metrics also inform the institutions on progress in improving employee and student use of alternatives modes.

It is important to note that the mode split data in these tables represent survey respondents self-reported primary mode, or mode they use with the most frequency, even though many utilize multiple strategies to meet their transportation needs getting to and from each institution. For instance, someone that drives alone 3 days a week and teleworks 2 days a week would be overrepresented in the drive alone category and underrepresented in the telework category.

Table 3.1 Champlain College TDM Metrics

Champlain College						
	2023		2022		2019	
	Employees	Off Campus Students	Employees	Off Campus Students	Employees	Off Campus Students
Primary Mode Split¹						
Drive Alone	47%	62%	66%	45%	48%	14%
Carpool	1%	2%	2%	1%	2%	7%
Walk/Wheelchair	10%	10%	7%	23%	22%	42%
Bike	12%	5%	8%	5%	5%	2%
Public Bus	12%	14%	5%	7%	15%	17%
Telework ²	13%	N/A	8%	N/A	N/A	N/A
Other	5%	7%	4%	19%	8%	18%
Peak Parking Estimation and Counts						
Future Net Peak Parking Demand Estimation (Survey)		-350		-350		+69
Net Spaces Peak Utilization (2023 Lot Counts)		+202		+215		+111
TDM Program Metrics						
GMT Unlimited Access Ridership (# of rides) ³		N/A		N/A		42,776
CATMA App/Agile Mile Metrics (June 2023-Dec 2023)⁴						
Total Members		110		N/A		N/A
Active Participants		30		N/A		N/A
Active Participation Rate		27%		N/A		N/A
Recorded Trips		4,193		N/A		N/A
Reduced VMTs		36,225		N/A		N/A
Reduced CO2 (tons)		15.8		N/A		N/A
Average Parking Spots Saved Per Week		14		N/A		N/A
Bike Walk Reward Users		13		38		87
CarShare Vermont (October 2023-Dec 2023)⁵						
Carshare Vermont Campus Plan Membership		26	17	28	18	63
Trip Count		428		N/A		N/A
Miles Drive		12,455		N/A		N/A
Trip Duration		1,956		N/A		N/A
Bird Bikeshare (July 2023-Dec 2023)⁶						
Riders from Champlain College		96		N/A		N/A
Trips		80		N/A		N/A
Average Miles		1.51		N/A		N/A
Average Duration		9.74		N/A		N/A

1 Mode Split data is from CATMA's 2019, 2022 & 2023 surveys and represent all times, not just peak times. Refer to Table 10.1 for Champlain College's Peak Parking Demand

2 CATMA did not collect Telework data in the 2019 survey

3 There is no institution specific GMT data as the bus has been fare free as of March 2020

4 CATMA App Launched in June 2023

5 Aggregate campus data was not provided until October 2023 when CarShare Vermont's software system was enhanced to allow a breakdown by specific school (UVM and Champlain College).

6 Bird Bikeshare launched in July 2023

Table 3.2 University of Vermont TDM Metrics

University of Vermont						
	2023		2022		2019	
	Employees	Off Campus Students	Employees	Off Campus Students	Employees	Off Campus Students
Primary Mode Split¹						
Drive Alone	63%	27%	62%	30%	60%	24%
Carpool	5%	2%	4%	5%	7%	5%
Walk/Wheelchair	6%	36%	7%	34%	10%	37%
Bike	4%	7%	5%	6%	8%	10%
Public Bus	9%	25%	6%	23%	9%	15%
Telework ²	7%	N/A	7%	N/A	N/A	N/A
Other	6%	0%	9%	2%	6%	9%
Peak Parking Estimation and Counts						
Future Net Peak Parking Demand Estimation (Survey)	+515		+515		+277	
Net Spaces Peak Utilization (2023 Lot Counts)	+1,718		+1357		+803	
TDM Program Metrics						
GMT Unlimited Access Ridership (# of rides) ³	N/A		N/A		292,017	
Carpool Permits Issued	105	N/A	100	N/A	34	N/A
CATMA App/Agile Mile Metrics (June 2023-Dec 2023)⁴						
Total Members	639		N/A		N/A	
Active Participants	186		N/A		N/A	
Active Participation Rate	29%		N/A		N/A	
Recorded Trips	23,932		N/A		N/A	
Reduced VMTs	142,562		N/A		N/A	
Reduced CO2 (tons)	62.3		N/A		N/A	
Average Parking Spots Saved Per Week	76		N/A		N/A	
Bike Walk Reward Users	86		262		664	
CarShare Vermont (October 2023-Dec 2023)⁵						
Carshare Vermont Campus Plan Membership	244		57		194	
Trip Count	315		N/A		58	
Miles Driven	10,502		N/A		N/A	
Trip Duration (hours)	1,238		N/A		N/A	
Bird Bikeshare (July 2023-Dec 2023)⁶						
UVM Riders	426		N/A		N/A	
Trips	1,185		N/A		N/A	
Average Miles	1.13		N/A		N/A	
Average Duration (minutes)	8.35		N/A		N/A	

1 Mode Split data is from CATMA's 2019, 2022 & 2023 surveys and represent all times, not just peak times. Refer to Table 10.2 for UVM's Peak Parking Demand

2 CATMA did not collect Telework data in the 2019 survey

3 There is no institution specific GMT data as the bus has been fare free as of March 2020

4 CATMA App Launched in June 2023

5 Aggregate campus data was not provided until October 2023 when CarShare Vermont's software system was enhanced to allow a breakdown by specific school (UVM and Champlain College).

6 Bird Bikeshare launched in July 2023

Table 3.3 UVM Medical Center TDM Metrics

UVM Medical Center						
	2023		2022		2019	
	Main Campus	1 South Prospect	Main Campus	1 South Prospect	Main Campus	1 South Prospect
Primary Mode Split ¹						
Drive Alone	63%	78%	60%	72%	64%	79%
Carpool	6%	2%	6%	4%	7%	5%
Walk/Wheelchair	5%	4%	6%	3%	5%	4%
Bike	3%	0%	3%	1%	3%	2%
Public Bus	4%	3%	5%	3%	5%	4%
Telework ²	1%	9%	1%	12%	N/A	N/A
Other	18%	4%	19%	5%	16%	6%
Peak Parking Estimation and Counts						
Future Net Peak Parking Demand Estimation (Survey)	+355		+355		+179	
Net Spaces Peak Utilization (2023 Lot Counts)	+492		+559		+101	
TDM Program Metrics						
GMT Unlimited Access Ridership (# of rides) ³	N/A		N/A		241	
Carpool Permits Issued	520	N/A	427	N/A	478	N/A
CATMA App/Agile Mile Metrics (June 2023-Dec 2023) ⁴						
Total Members	491		N/A		N/A	
Active Participants	128		N/A		N/A	
Active Participation Rate	26%		N/A		N/A	
Recorded Trips	15,401		N/A		N/A	
Reduced VMTs	51,655		N/A		N/A	
Reduced CO2 (tons)	22.3		N/A		N/A	
Average Parking Spots Saved Per Week	50		N/A		N/A	
Bike Walk Reward Users	161		251		440	
Bird Bikeshare (July 2023-Dec 2023) ⁵						
Riders	11		N/A		N/A	
Trips	82		N/A		N/A	
Average Miles	0.67		N/A		N/A	
Average Duration	5.16		N/A		N/A	

1 Mode Split data is from CATMA's 2019, 2022 & 2023 surveys and represents all times not just peak time. Refer to table 10.3 for UVM Medical Center's Peak Parking Demand.

2 CATMA did not collect Telework data in the 2019 survey

3 There is no institution specific GMT data as the bus has been fare free as of March 2020

4 CATMA App Launched in June 2023

5 Bird Bikeshare launched in July 2023

4. Champlain College

Champlain College is a small, private, not-for-profit college in Burlington with sister campuses in Montreal, Canada and Dublin, Ireland. Champlain College prides itself on preparing students for top fields through career-oriented programming, earning accolades such as Princeton Review’s “Top Schools for Game Design,” the Broadcast Education Association’s “Top Documentary Programs,” and one of Niche.com’s top 30 “Best Schools for Information Technology.” Champlain College has been named “Most Innovative School” in the North seven years in a row by U.S. News & World Report’s “America’s Best Colleges.”

Champlain College’s main campus sits atop the hill overlooking downtown Burlington and Lake Champlain. The main campus is primarily concentrated between Main Street and Cliff Street to the north and south and Summit Street and South Union Street to the east and west. There are additional residence halls just north of Main Street and east of Summit Street as well as downtown apartments at the corner of St. Paul Street and Maple Street, four-tenths of a mile from the main campus. In addition, there are academic and facility buildings located approximately 1.3 miles from main campus off of Lakeside Avenue and Sears Lane.

Current Conditions

Users (Students, & Employees)

Champlain College is a small college with 1,786 students based on the Burlington campus, with 1,559 students based abroad or online, making for 3,345 current enrollments. Champlain employs 588 staff members based on the Burlington campus. Champlain has 343 full-time employees, 245 part-time employees, and 78 contracted employees based in Burlington. In 2022, Champlain College employed 612 full-time and part-time employees, and had 1,736 students on campus.

Existing and Anticipated Infrastructure and Development

There are 47 buildings that provide Champlain College with just over 704,000 gsf of academic, administrative, residential, athletic, dining, and facility space across the campus. Champlain College recently conducted a building analysis and found discrepancies in the gross square footage calculated in previous years. Due to these discrepancies, the gross square footage decreased from 851,517 gsf to 704,338 gsf. Over half of the buildings are small residential halls with a total of 1,418 beds across all locations. These residential beds serve the majority of students that are enrolled in on campus programming. The campus infrastructure includes 642 spaces for parking, serving the range of users that access the campus or reside on campus.

Table 4.1 Current GSF, number of buildings, residential beds, and parking supply for Champlain College.

Infrastructure	Existing ⁴	Units
Number of Buildings	47	buildings
Gross Square Footage ¹	704,388	gsf
Residential Beds ²	1,418	bed
Parking Supply ³	642	spaces

1. Leased facilities do not contribute to the number of buildings or total GSF
2. Residential beds in leased facilities included in total
3. Parking spaces from leased facilities include
4. Based on data from Fall 2023

Project Updates

There are no changes to the projects described in the previous [2023-2028 JIPMP](#).

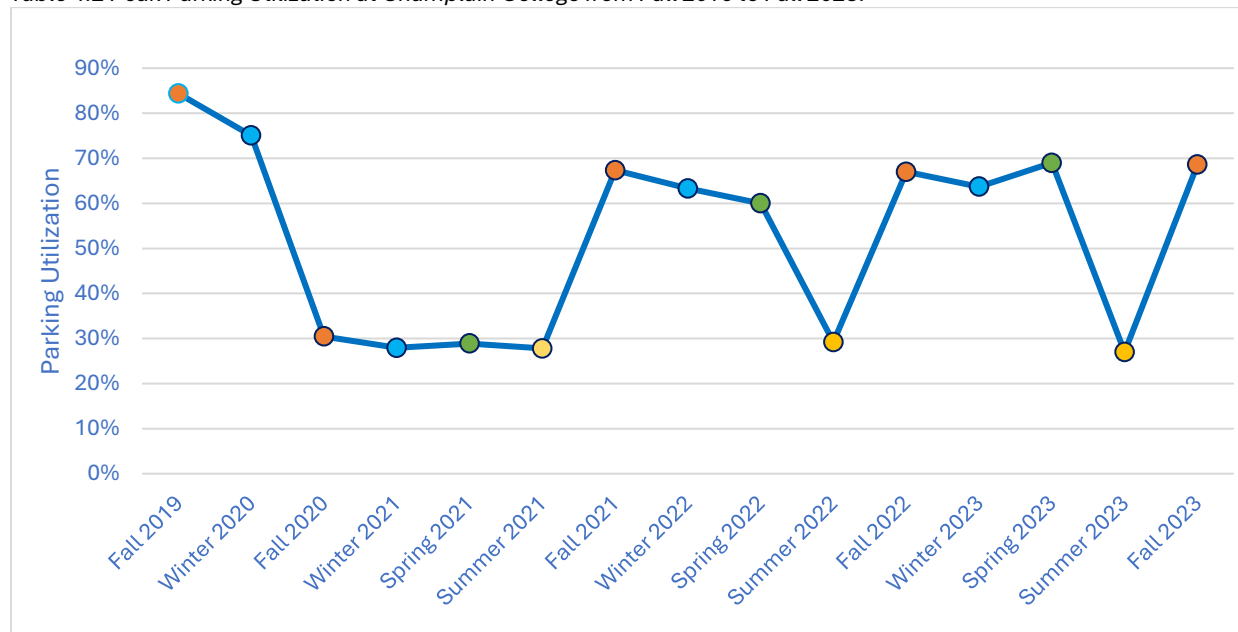
Parking Demand

The current and future projections of parking demand can be found in the [2023-2028 JIPMP](#). In this 5-year Plan, there was a projected future imbalance of parking demand and supply 5 years in the future. In the past year, Champlain's student population has not grown as rapidly as projected, which also modifies faculty and staff population. At this time, Champlain does not predict they will meet the number of users forecasted in the 2023-2028 JIPMP.

Parking Counts & Utilization

In the Fall of 2019 Champlain College in collaboration with CATMA began conducting quarterly lot counts to gain a better view of parking lot utilization over time. The maximum parking utilization was compared across the available data from previous peak period observations to demonstrate changes over time. The parking utilization trends in Figure 3.1 show there was significantly diminished utilization through the Fall 2020 to Summer 2021 period, resulting in peak period utilization of approximately 30%. Utilization, starting in Fall 2021, rebounded to a maximum peak utilization of 67% in Fall 2021 and again in Fall 2022 and Fall 2023. This remains below the peak utilization demonstrated in Fall 2019 of 84% and Winter 2020 of 75% (prior to the COVID pandemic).

Table 4.2 Peak Parking Utilization at Champlain College from Fall 2019 to Fall 2023.



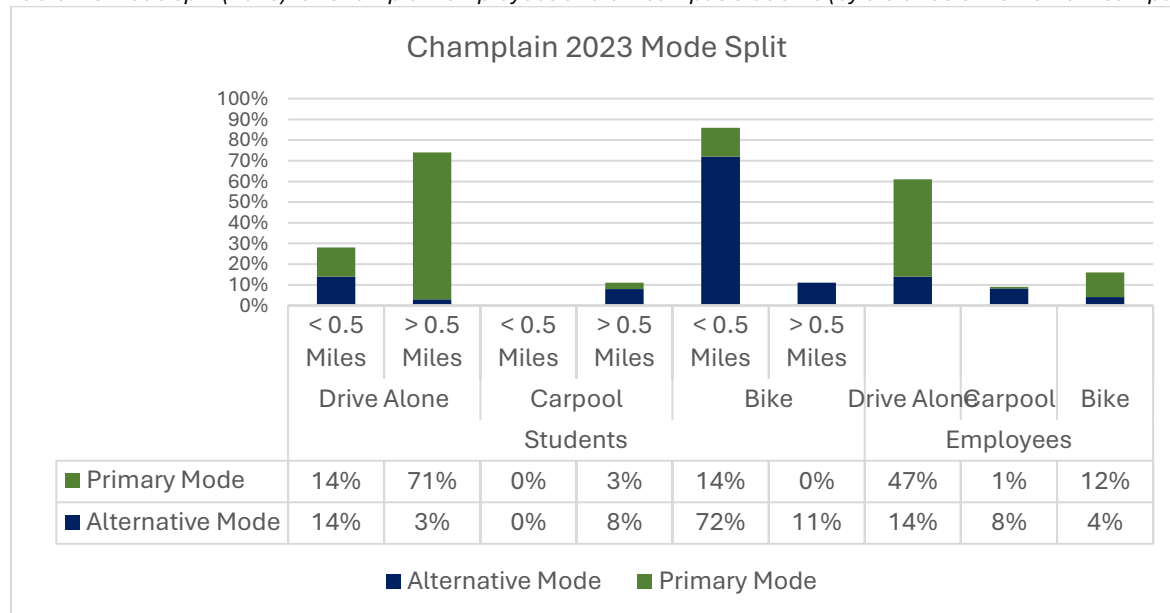
Commute Trends & TDM Strategies

Commute Trends

- 47% of Champlain College employees drive alone as their primary commute mode
 - This is a near 10% decrease in drive alone rate compared to 2022
 - This significant decrease is likely due to how far survey participants live from their work. We found that 42% of employees reported living within 5 miles of their worksite and as shown above in Table 2.6, an overwhelming majority of people within 5 miles are taking a sustainable mode to work.
 - Telework increased by 5% compared to 2022
- 14% of students who live within a half mile of campus drive alone as their primary mode
 - In 2022 it was 11%
- 71% of students who live outside a half mile of campus drive alone as their primary mode
 - In 2022 it was 59%
- These trends reflect all times, not just peak time. Refer to table 10.1 for Champlain College's Peak Parking Demand.

Since 2021, we've seen an increase in drive alone rate for off-campus students compared to pre-pandemic levels. As stated above, this could be attributed to isolating behaviors adopted during the COVID-19 pandemic and the current local and regional rental market. The vacancy rate in Chittenden County is well below the balanced rate and one-third of Burlington renters are severely cost burdened. With these factors in mind, students may be living farther away from campus than in previous years and thus driving more. Compared to the 2022 CATMA Survey, the 2023 Survey saw a 15% increase of students who live farther than 5 miles from main campus. This explains why the survey data reports that more students are driving to campus compared to previous years. Conversely, we see a decline in the employee drive alone rate compared to 2022 levels. This is paired with a nearly equal increase in telework.

Table 4.3 Mode split (2023) for Champlain employees and off-campus students (by distance of home from campus).¹



¹Alternative modes are methods to commute to work that may be utilized once every so often but are not the primary commute mode.

Table 4.4 Employee mode split (2023) for Champlain College

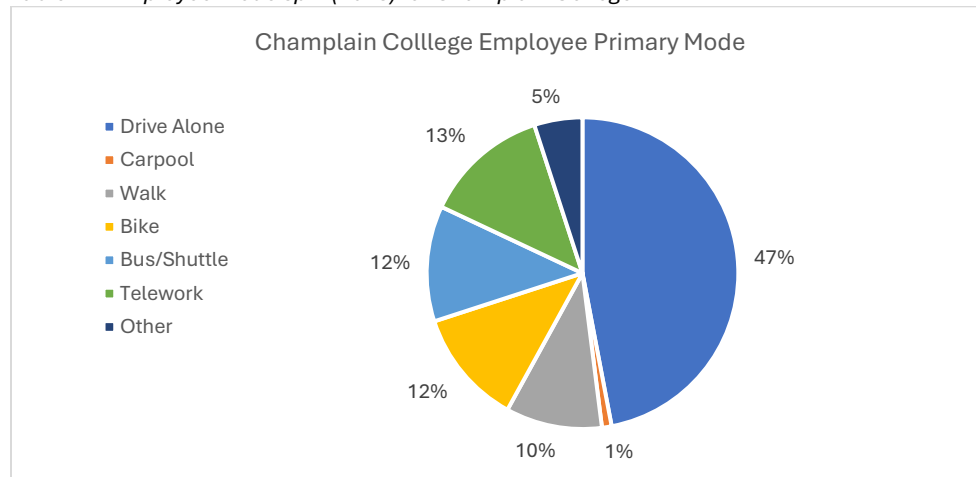
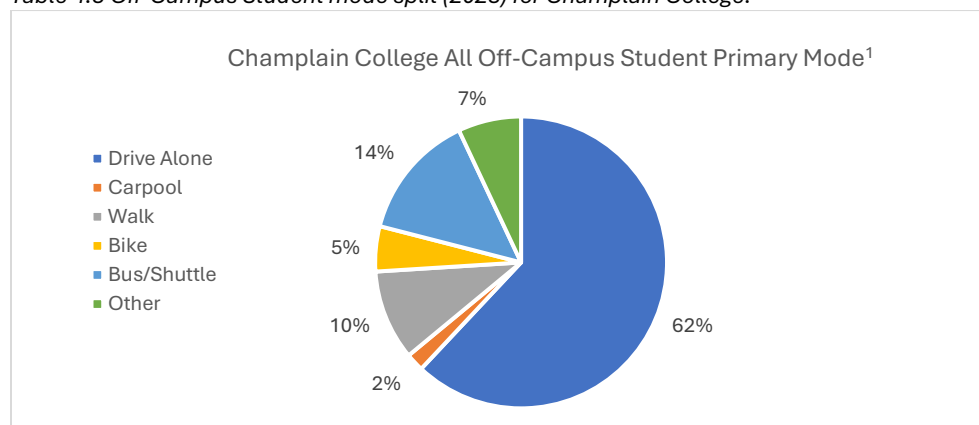


Table 4.5 Off-Campus Student mode split (2023) for Champlain College.



1. The off-campus mode rates are collective rates between those living within and beyond a half mile from campus, to see a breakdown of living distance and modes, refer to Table 4.3 above.

Fleet

Champlain College has a total of 15 fleet vehicles on their campus in designated “Service Only” spaces. Four passenger vans are typically parked in Rowell and Cushing, and eleven pick-up trucks and facilities vehicles are typically parked in the Sears Lane lot near the facilities building. There are no current plans to grow the fleet.

TDM and Congestion Management Strategies

Telework

Champlain College provides an Interim Workplace Flexibility policy that was updated in December 2022. The workplace flexibility is opportunity to support employees’ safety, work life, along with their personal and family responsibilities while still supporting the College’s need for coverage, efficiency, and productivity. The workplace flexibility assesses the job and employee’s suitability prior to approving a work arrangement. This varies depending upon the employee’s role and the specific nature of the work required. The work arrangement can be occasional, hybrid, or fully remote and approval is at the supervisor’s discretion and must be reviewed with the functional area’s Dean, Vice President, COO, or Provost.

Permits & Other Regulated Uses

Champlain College diligently monitors and enforces the parking plan through the year, with parking enforced 24 hours per day, 7 days per week. Further, every Champlain College affiliate, employees and students alike, are required to get a parking pass for their vehicle every semester. Lots on the main campus in close proximity to academic buildings are either designated for main campus employees with an appropriate permit (i.e. Zone 1 permit holders) or pay per use on weekdays between 8 AM and 4 PM for appropriate permit holders. It is noted that the pricing is structured to be most expensive in the lots closest to the core of campus and in the highest demand, with lots further out becoming less expensive.

Champlain College made an agreement with the City of Burlington to allow a small number of locations where on-street parking is permitted for Champlain affiliates. It was agreed that all other streets on the “Hill” are prohibited to affiliate parking. Champlain College maintains parking enforcement to discourage misuse of on street parking around campus, as well as campus lots monitored and patrolled daily. The streets that are frequently utilized by College employees and students are streets that fall within 2 blocks of the campus. Affiliated vehicles can be ticketed in accordance with Champlain College’s parking policy. The College issued 729 citations and 1,231 warnings during the 2022-2023 school year and 2023 summer programming. This is less than during the 2021-2022 school year and 2022 summer where there were a collective 2,519 citations and warnings given.

In the Fall of 2023, Champlain College issued 781 total permits—401 student permits, 342 employee permits, 20 disabled, and 18 contractor permits. In 2022, the total number of permits issued was 793.

On-Campus Shuttles

There is free commuter parking at 175 Lakeside Avenue for Zone 1 permit holders. Champlain operates a free shuttle service seven days a week between Lakeside Campus, 194 Saint Paul Street, and Main Campus. All Zone 2 permit holders are automatically enrolled in CATMA’s Guaranteed Ride Home program, which provides a free cab ride if the shuttles are not operating. All Zone 1 permit holders are also eligible to enroll. Locations of the Champlain shuttles can be tracked in real-time providing up to date information to users via website or mobile app.

Table 4.6 Champlain campus shuttle schedule for Fall 2023.

Routes	Days	Times	Runs Every (Minutes)	Buses Running
Weekday Off-Peak	Mon - Fri	7am-8am, 7pm-10pm	9	1
Weekday On-Peak	Mon - Fri	8am - 7pm	9	1
Weekend	Sat - Sun	10am - 8pm	18	1

Transit

Green Mountain Transit has been fare free since March 2020 with fares return in May 2024. As a result, there is no data on ridership since March 2020. As mentioned, Champlain College has provided Green Mountain Transit with annual funding while fares were free to help support transit.

Bicycle Infrastructure, Parking and Bikeshare

Champlain College is recognized as a “Silver-level Bicycle Friendly University”. Champlain employees and students have access to bike racks throughout campus as well as indoor bike storage in certain buildings. There are accessible showers on campus for those who bike. Bicycle pumps and other tools are located throughout campus. Champlain affiliates are eligible for a 20% discount on Bird bikeshare system.

Climate Plan

Sustain Champlain is the overarching campaign for Champlain College to integrate sustainability into the entire campus. Sustain Champlain focuses on institution, operations, academics, and culture. Under their operations section they provide resources for transportation initiatives such as CATMA memberships, access to free rides on GMT buses, shower facilities for bicyclists, additionally locations to access bike parking, shuttle stops, and CarShare vehicles. In 2015, Champlain College revisited their Active Transportation Plan which sets out to reduce motorized vehicle use for Champlain affiliates, create an active transportation culture, decrease CO2 emissions, and create safe, functional, and environmentally friendly transportation options for employees and students.

5. University of Vermont

Founded in 1791, the University of Vermont has been a cornerstone of Burlington throughout the period following European settlement of the area, established prior to the founding of the City itself. The University is a medium sized public university and land grant institution that is considered a “Public Ivy.” This designation is based on the strength of selective and rigorous undergraduate educational programming as well as renowned research. Known as UVM, or University of the Green Mountains in Latin, the University prides itself on being the ideal size to foster academic and research prominence while encouraging close faculty-student mentorships across all levels of study. The location of UVM as part of the fabric of Burlington and the state of Vermont, and in close proximity to Lake Champlain and the Green Mountains, enriches student educational experience and enables service to the state’s communities through its land grant mission.

Current Conditions

Users (Students, & Employees)

The University of Vermont is the largest academic institution in the state with 14,320 total enrollments, up from 14,088 last JIPMP. In Fall 2023, UVM had 11,614 undergraduate students, 1,664 graduate/certificate students, 488 medical students, and 554 non-degree continuing education students. Employment at UVM in Fall 2023 was 4,406 faculty and staff, up from 4,254 last JIPMP. There were 3,563 full-time employees and 843 part-time employees.

Existing & Anticipated Infrastructure and Development

There are 200 buildings and an additional 29 accessory buildings that serve the University, accounting for over 5.6M gross square footage. The buildings serve academic, research, residential, administrative, athletic, student support, facilities, and other purposes. Of these buildings, 79 support academic and research purposes and 51 support residential purposes. The residential buildings support 5,775 beds for students to reside on campus with an additional 617 beds for students and 164 beds for faculty and staff provided through third party partnerships.

Table 5.1 Current GSF, parking requirements, and parking supply for UVM.

Infrastructure	Existing ⁴	Units
Number of Buildings	200	buildings
Gross Square Footage ¹	5,651,108	gsf
Residential Beds ²	5,775	bed
Parking Supply ³	4,956	spaces

1. Leased facilities do not contribute to the number of buildings or total GSF

2. Residential beds in leased facilities included in total

3. The existing parking supply does not include leased facilities, this includes 351 Pine Street

4. Based on data from Fall 2023

Parking Demand

The current and future projections of parking demand can be found in the [2023-2028 JIPMP](#) and above on page 4.

Project Updates

The 2023-2028 JIPMP identified many projects that require status updates in the annual JIPMP update. Of the projects that were estimated to be finished in 2023, the Patrick Leahy Building project was completed, and the Centennial Compound and Bioresearch Complex Parking are estimated to be completed in 2024. In addition, there are projects that were previously identified that no longer have plans to move forward, including 284 East Avenue and the University Road (East Ave Compound). Several other projects' completion times have been extended. See all changes to UVM projects from the 2023-2028 JIPMP in the table below.

In South Burlington, UVM will partner with third parties to lease 180 beds at Catamount East starting in 2024, along with 620 beds for graduate and medical students, faculty, and staff at Catamount Run when the project is fully completed in 2025. Primarily the on campus residential beds are for first- and second-year undergraduate students, as they are generally required to live on campus.

Table 5.2 UVM projects and subsequent change in parking spaces

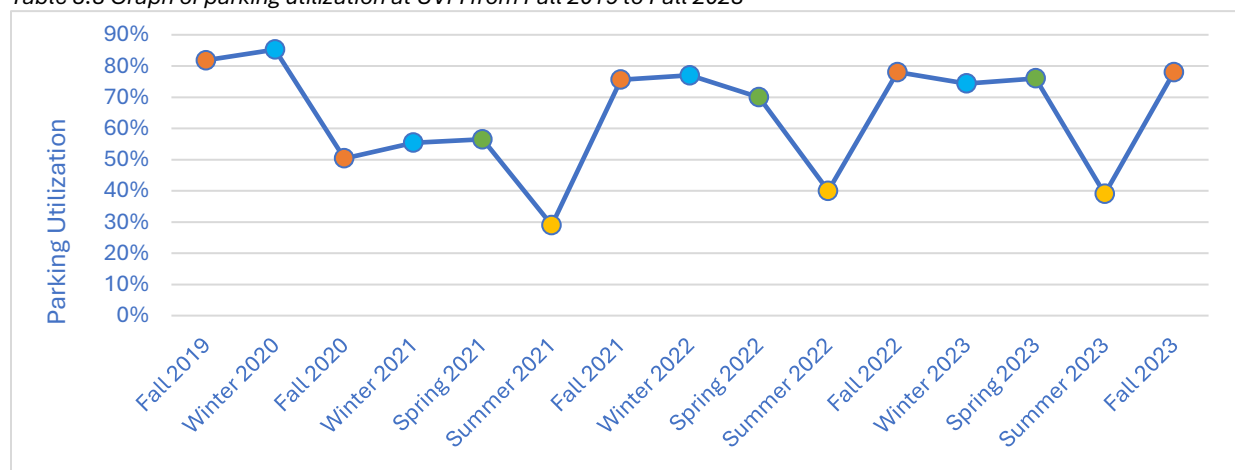
Project Name	Change in Building Area (gsf)	Associated Change in Parking	Est. Completion	Changes from previous JIPMP
Patrick Leahy Building	6,408	-1	2023	Completed
Centennial Compound		40	2023	Est. completion 2024
Bioresearch Complex Parking	0	153	2023	Est. competition 2024
Waterman	3,000	-10	2024	In design. May not impact square footage
Votey Lot		-10	2024	Est. completion 2025
Torrey Hall Addition	2,860	-6	2024	Est. competition 2025
Future Student Housing	100,000	0	2025	Est. completion 2026
Future Additional Parking to Accommodate New Housing		200	2025	Est. competition 2026
Colchester Research Facility Lot 1 Parking		200	2025	Est. completion 2026

University Road (East Ave Compound)		15	2025	Not moving forward at this time
Future Student Housing	150,000	-25	2026	Est. competition 2027
Future Additional Parking to Accommodate New Housing		200	2026	Est. completion 2027

Lot Counts and Parking Utilization

In the Fall of 2019 UVM in collaboration with CATMA began conducting quarterly lot counts to gain a better view of parking lot utilization over time. As previously discussed, the peak parking demand was estimated using two methodologies: utilization counts and survey data. The parking supply for the campus is currently 4,956 spaces. Sites within the campus that UVM ground leases (and their associated parking spaces), such as Redstone Lofts, Redstone Commons, and Centennial Court Faculty/Staff Apartments, are not included in this total. All the counts conducted at UVM have not exceeded the mark of 90%, a metric that is widely used for the maximum effective capacity for off-street parking by planners at similar institutions across the country².

Table 5.3 Graph of parking utilization at UVM from Fall 2019 to Fall 2023



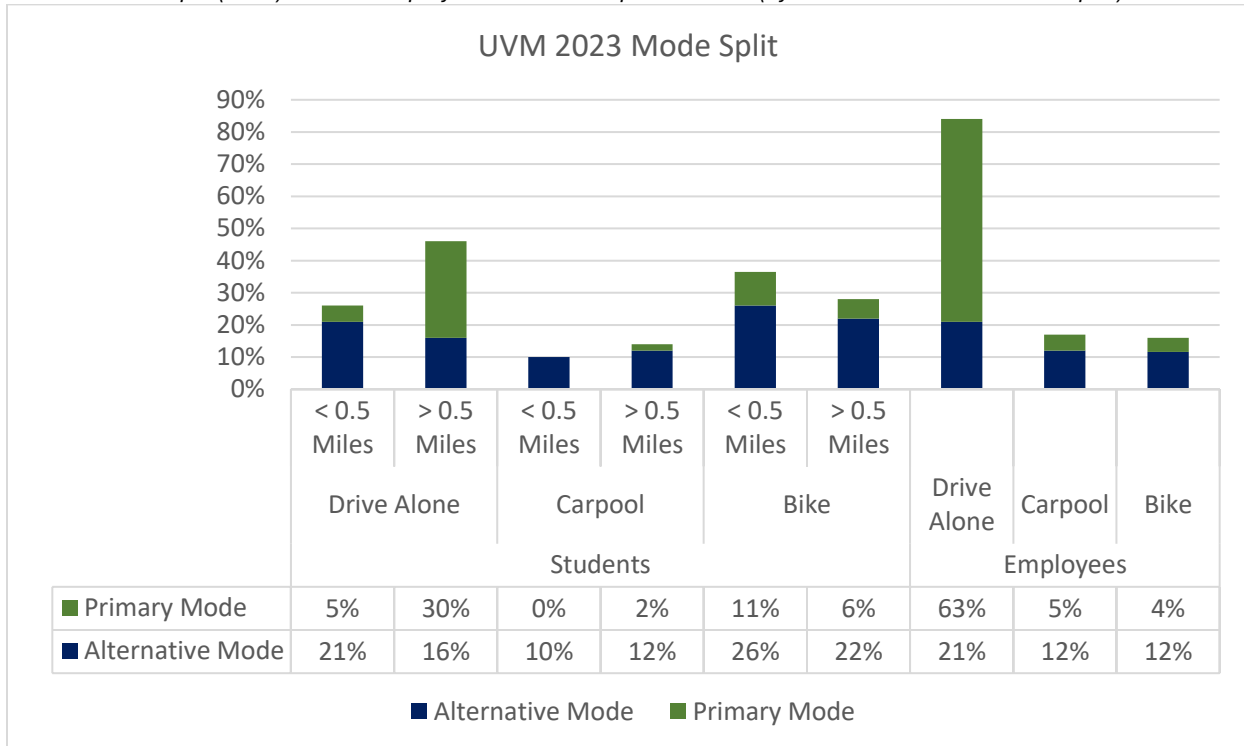
Unique Commute Trends & TDM Strategies

Commute Trends

- 63% of UVM employees drive alone as their main mode to commute
 - This is just slight increase from last year where 62% of employees drove alone in 2022
- 0% of UVM students that live within a half mile of main campus drive alone as their main mode
 - This number has not changed since 2021

- 41% of UVM students living outside a half mile of main campus drive alone as their main mode
 - A slight increase from 39% in 2022
- These trends reflect all times, not just peak time. Refer to table 10.2 for UVM’s Peak Parking Demand.

Table 5.4 Mode split (2023) for UVM employees and off-campus students (by distance of home from campus).¹



¹ Alternative modes are methods to commute to work that may be utilized once every so often but are not the primary commute mode.

Table 5.5 Employee mode split (2023) for UVM.

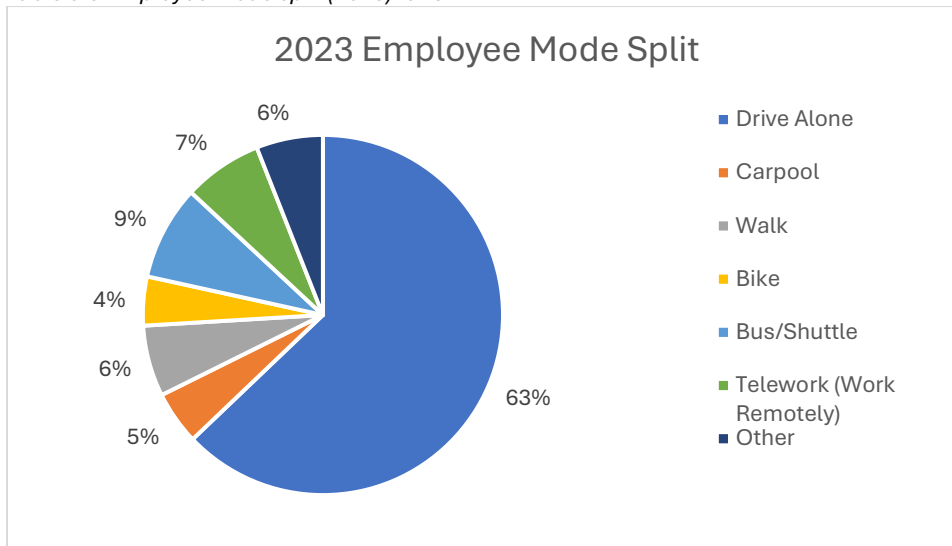
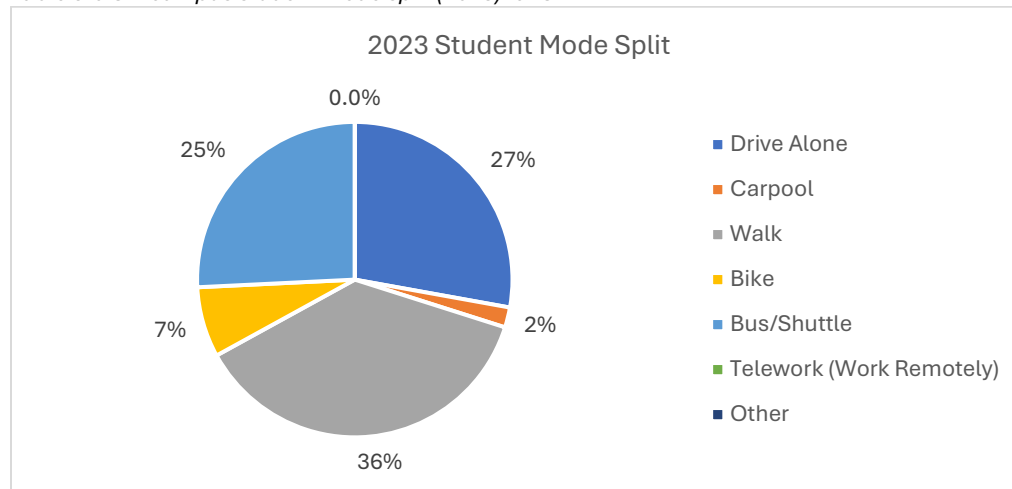


Table 5.6 Off-campus student mode split (2023) for UVM.



Fleet

UVM has 214 fleet vehicles that park throughout the main campus and other off campus locations. The fleet vehicles parked in Howe and Votey parking lots have designated “Service Only” spaces. The other lots the fleet vehicles are parked in have a combination of spaces, including designated “Service Only” spaces. Ambulances are parked in the Rescue Building and CATS shuttle buses are parked in Catamount West when not in use. CATS shuttle buses may be parked at the Bioresearch Complex in the future.

TDM and Congestion Management Strategies

Telework Policy

UVM offers flexible working arrangements and telework policies. Telework requests are reviewed on a case-by-case basis in the context of established and consistent guidelines. Telework requests are approved or denied at the discretion of the appropriate Dean, Vice President or Vice Provost and may be discontinued at any time at the University’s sole discretion.

Permits & Other Regulated Uses

The University of Vermont provides clear guidance for all campus community members to follow regarding parking policies. It is mandatory that all UVM affiliates obtain a permit for their vehicles each semester. Permits are affiliated with specific parking zones.

First year students living in residential halls are prohibited from registering a vehicle for campus parking. The University has determined approved, eligible employment and documented medical needs to be the only exceptions. Students are required to take a parking permit course prior to receiving a parking permit. This course is designed to educate potential permit holders on the alternatives to and impact of driving alone.

UVM has enabled technology to assist their diligent efforts in monitoring and enforcing the parking plan on campus. UVM has implemented a virtual parking permit system that utilizes license plate

reader technology. LPR equipped service vehicles monitor all the parking areas on campus routinely, identifying the vehicles parked on campus and whether they are parked appropriately given the permit type. As of July 2023, UVM implemented a new violation and fine structure that increased some of the fines.

In 2023, over 7,500 citations were issued, similarly to 2022. The most common violations of parking with no valid permit (1,563), in a restricted area (1,428), or parking in an expired space (1,234). Fines for expired metered spaces are \$25, for parking in restricted areas are \$50, and for parking with no valid permit are \$50. Habitual offender fines go up significantly, with habitual offenders in expired spaces fined \$85, in restricted areas fined \$110, and without a valid permit \$110. These fines act as a significant deterrent to improper parking on campus. In addition to the daily monitoring, quarterly counts are conducted for a three-day period at every lot during peak times (i.e. intervals starting at 10AM, 12PM, and 2PM).

In the Fall of 2023, UVM issued a total of 7,904 permits. Of those permits, 3,789 were employee permits, 105 were employee carpool permits, and 4,010 were issued to students. In Fall of 2022, there were 6,065 permits issued.

Transit

Green Mountain Transit has been fare free since March 2020 and returns May 2024. As a result, there is no data for FY22 or FY23 on ridership. As mentioned, UVM has provided Green Mountain Transit with annual funding while fares were free to help support transit.

On-Campus Shuttles

UVM provides an on-campus shuttle (CATS) for students that runs 7:30 am until 10:30 pm. On the weekdays, these shuttles generally run every 20 minutes between Redstone and Central campus, every 17 minutes on the on-campus route during the daytime and during the evening. Weekend service of the on-campus shuttle runs every 35 minutes in the evenings. Locations of the CATS shuttles can be tracked with the Real-Time CATS Shuttle Locations providing up to date information to users via website or mobile app

UVM also offers CATSride as a shuttle service on a first come, first serve basis. The intent of this shuttle service is to provide transportation between UVM sites within 10 miles of central campus. UVM employees and students can reserve a ride with the demand response-based service by scheduling in advance or can reach out directly to the shuttle for same day service. With the addition of Catamount East, brand-new student housing opening August 2024, UVM will be operating a shuttle from 7am-6pm the new building to the Davis Center on a 15-minute loop.

Table 5.7 CATS Shuttle Schedule

Routes	Days	Times	Runs Every (Minutes)	Buses Running
Redstone Express	Mon - Fri	7:40am - 4:40pm	20	1
Daytime	Mon - Fri	7:30am - 6:30pm	17	2 ¹
Evening	Mon - Thurs	6:15pm - 10:00pm	17	2
Weekend	Sat - Sun	4:30pm - 10:00pm	35	1
Off Campus	Mon-Sun	Until 11:00pm	See GMT Website for Schedule	

¹ Due to Staffing constraints, operated 2 buses Fall 2023, began operating 3 buses with start of Spring semester January 2024

Bicycle Infrastructure, Parking and Bikeshare

UVM is the only university in Vermont recognized as a Gold-level Bicycle Friendly University as of November 2021 and is one of only 31 universities nationwide to carry this designation. UVM has bike racks located throughout campus, indoor bicycle parking and pumps in most residence halls, and three fix-it stations. UVM Bikes, a student club, operates a bike co-op on campus overseen by Transportation & Parking Service advisors. The co-op leases bikes and offers bike mechanic services to UVM students and employees. UVM affiliates are eligible for a 20% discount on Bird Bikeshare rides through its affiliation with CATMA.

Planning Studies

The University of Vermont has a dedicated commitment to sustainably and creatively planning transportation for the campus. UVM has undergone multiple planning studies which all have a goal of reducing the number of SOVs on campus. Studies include the [UVM Active Transportation Plan \(2017\)](#), the [2023-2040 Comprehensive Sustainability Plan](#), and the [2022-2032 Campus Plan](#).

Climate Plan

In 2021, the University of Vermont published their [Facilities Sustainability Plan \(FSP\)](#), which aims to enhance convenient, accessible, affordable, low-carbon transportation options, reduce single occupancy vehicles; increase use of alternatives and shared modes, and ensure that fleet vehicles are rightsized, shared, and alternatively fueled. UVM released a [2023-2040 Comprehensive Sustainability Plan](#), integrating the goals identified in the FSP and including academics, research, and planning for the University. UVM is also undertaking the largest electric vehicle charging investment from an employer in the State of Vermont, which includes plans for 57 new fleet electric vehicle charging ports and 69 new public charging ports.

6. University of Vermont Medical Center

The University of Vermont Medical Center (UVMMC) is designated as a Level I Trauma Center situated in an academic teaching and research hospital serving the Vermont and Northern New York region. The campus in Burlington is the hub of a large, integrated healthcare system in partnership with an extensive network of hospitals and healthcare facilities throughout the region. Partnership with the Larner College of Medicine and College of Nursing and Health Sciences at UVM enables training for the next generation of healthcare professionals and innovation through advancing research.

The UVMMC campus sits prominently on the hill in Burlington adjacent to the UVM core campus area. Founded in 1879, the original hospital was partially housed in the Mary Fletcher Hospital building that still sits on the site today. The hospital's campus has expanded significantly over the years, adding buildings and square footage to support the hospital's mission and growing role in serving the communities of Vermont and Northern New York.

Current Conditions

Users (Employees, & Patients)

UVM Medical Center employs a total of 6,587 individuals who are assigned to the Medical Center Campus, 1 South Prospect Street, or another Burlington site. On any given day, 101 Honorary Members and 175 Volunteers are on campus who utilize visitor spaces if needed.

The UVMMC is a hospital with 580 licensed in-patient beds. In 2023, the average daily number of in-person appointments and procedures was 2,129 per day across the Medical Center Campus, 1 South Prospect, and other Burlington sites. In addition, there are 210 average daily telehealth visits. That accounts for over 540,000 in person appointments or procedures across the year and over 594,000 total visits. In 2022, UVMMC saw an average of 2,952 daily appointments and procedures (both in-person and telehealth) across Main Campus, 1 South Prospect, and other Burlington sites.

Telehealth

Telehealth continues to serve the patient population of the UVM Medical Center. With a significant rise in telehealth visits during the COVID pandemic, data from 2022 indicates that this practice will continue to serve some baseline portion of visits that would otherwise be in person. For 2023, approximately 9% of appointments were served via telehealth, amounting to over 53,000 additional patient appointments over the year served without a need for patient transportation to or parking on campus. In 2022, 10% of appointments were served via telehealth.

GSF Requirements and Parking Supply

The main medical center campus has 786,057 gsf serving the hospital's in-patient units, 35,597 gsf serving educational purposes, and an additional 877,085 gsf serving other purposes. Satellite sites within Burlington account for an additional 186,165 gsf of building space, with 1 South Prospect making up the majority of that area with 149,404 gsf. The hospital's infrastructure is served by 3,877 parking spaces, with 2,500 of the spaces in on-site facilities including the ACC Garage, Emergency Room Lot, McClure Garage, South Lot, and 1 South Prospect. Off-site lots include 1,237 additional spaces with 140 spaces available at other off-site Burlington satellite facilities and the remaining at lots served by shuttle services.

Table 6.1 Current GSF, and parking supply available at UVM Medical Center (Medical Center Campus and 1 South Prospect).

	Medical Center Campus	1 South Prospect	Total
Total GSF	1,698,739	149,404	1,848,143
Hospital (In-Patient)	786,057	-	-
Education and Other	912,682	-	-
In-Patient Beds	580	-	580
Current Parking Supply			
<i>On-Site¹</i>	2,043	457	2,500
<i>Leased/Offsite Parking Supply</i>	-	-	1,237

¹Only on-site parking is counted towards the parking supply.

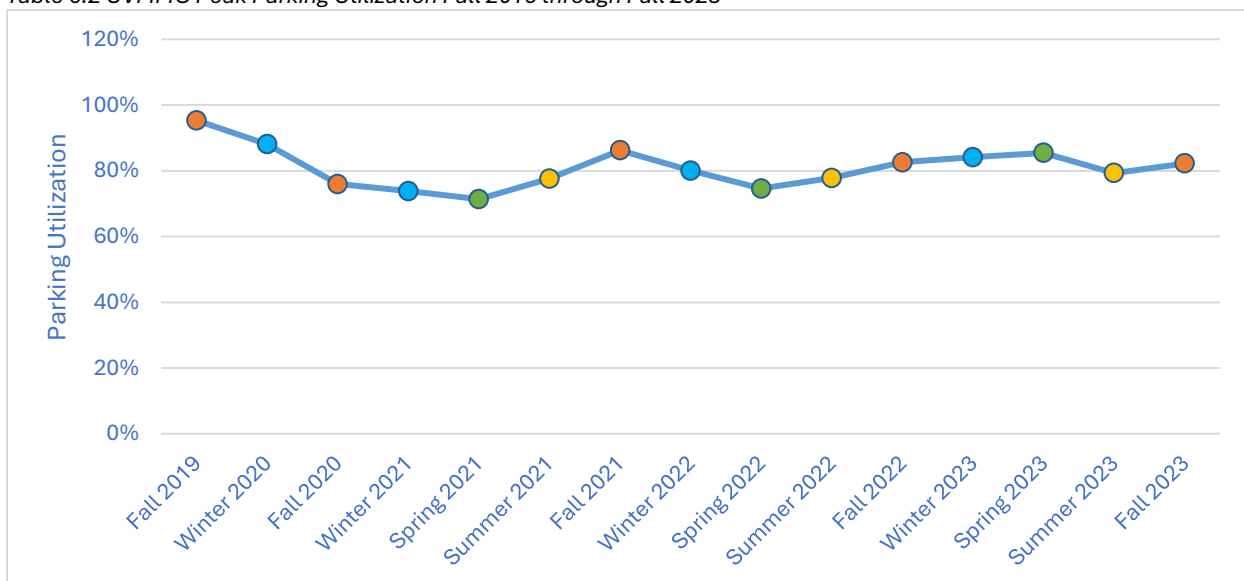
Demand and Future Conditions

For demand calculations and future conditions please see the [2023-2028 JIPMP](#).

Lot Counts and Parking Utilization

As previously discussed, the peak parking demand was estimated using two methodologies: utilization counts and survey data. The parking supply for UVMHC is currently at 2,500 on-site spaces. The maximum parking utilization was compared across the available data from previous peak period observations to demonstrate changes over time. The parking utilization trends in Figure 5.2 demonstrate slightly reduced demand through the Fall 2020 to Fall 2023 period. Utilization has not returned above 90% peak utilization as observed prior to the COVID pandemic. The maximum peak utilization is most recently hovering in the low to mid-80% range.

Table 6.2 UVMHC Peak Parking Utilization Fall 2019 through Fall 2023

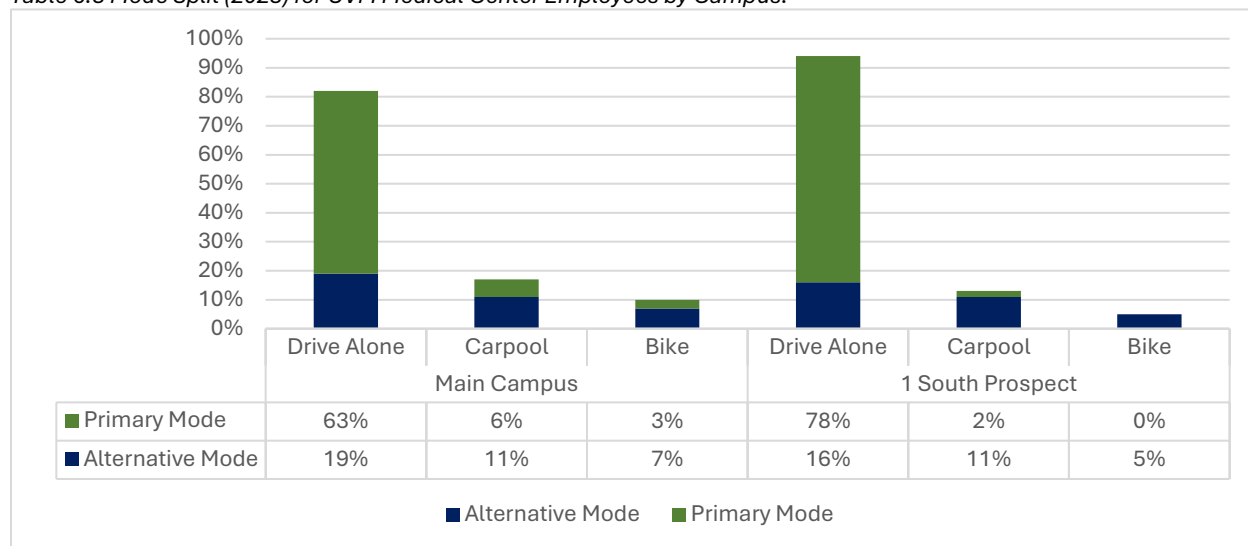


Unique Commute Trends & TDM Strategies

Commute Trends

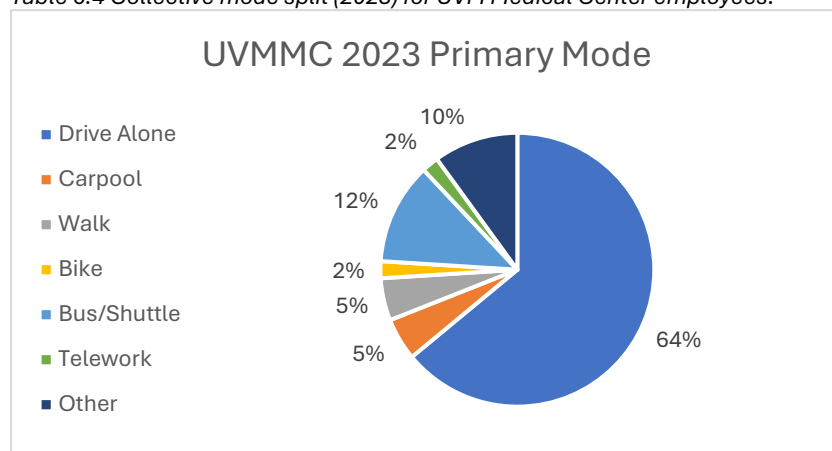
- Driving alone continues to be the primary mode for the majority of UVM Medical Center employees at both the Medical Center Campus and 1 South Prospect (Table 6.3).
 - The drive alone rate increased by 3% compared to 2022 but is still lower compared to the pre-COVID rate (66% in 2019).
- Carpooling is not a highly utilized mode, but over 10% of employees at both locations carpool as one of the modes they use to get to work.
- This mode split represents all times, not just peak time. Please refer to table 10.3 for UVM Medical Center's Peak Parking Demand.

Table 6.3 Mode Split (2023) for UVM Medical Center Employees by Campus.¹



¹Alternative modes are methods to commute to work that may be utilized once every so often but are not the primary commute mode.

Table 6.4 Collective mode split (2023) for UVM Medical Center employees.



TDM and Congestion Management Strategies

Parking Restrictions & Permits

There are clear directions and information regarding parking locations and prices for UVMMC patients and visitors on the UVMMC website. For patients and visitors, on-site parking is available in a garage adjacent to the main campus with entrances to the hospital at each garage level. There is also curbside service including assistance to patients and valet parking service. Valet service is available for \$8 per vehicle Monday through Friday from 6 AM to 5 PM, with the ability to retrieve vehicles until 9 PM. Patients or visitors with valid handicapped parking placard or plate displayed can park for free in the parking garage. For employees, UVMMC has a detailed parking policy that outlines parking requirements based on job title and shift. All UVMMC staff and affiliates who wish to park their vehicles in a UVMMC controlled parking lot must register their vehicle with the UVMMC Security Department. The hang tags are color coded based on parking assignment (on-site lot or satellite lot). The satellite lots include a free shuttle to the main campus. Generally on-site parking is limited to permits reserved for senior staff, physicians, residents, business needs, and medical needs. For on-call employees, parking is also available on site. In 2023, there were 4,548 permits issued for parking on-site of the 8,937 permits issued total. In 2022, 3,290 were issued for parking on-site of the 8,138 total permits.

Telework & Telehealth

UVMMC has a Remote and Hybrid Work Policy to increase employee engagement and job satisfaction. By allowing remote work, UVM Medical Center expects to realize the efficiencies of decreased turnover, reduced office and parking space needs, and increased work productivity. There are several remote designations, On-site Flex (0-30%), Hybrid Flex (31-70%), Remote Flex (71-100%). The amount of time spent remote is indicated by the numerical values. Telehealth continues to serve some of the patient and visitor demand for parking on the Medical Center Campus. As previously discussed, telehealth visits represented approximately 9% of patient appointments and procedures for UVMMC based on 2023 figures.

Shuttles & Transit Services

For employees accessing the Medical Center Campus through off-site parking, UVMMC contracts with a bus company to serve the off-site lots with shuttle service. The shuttles serve AM and PM peaks with more frequency of service and more shuttle buses in circulation to serve start and end of shift transit. The off-site lots generally have between 59 and 76 shuttle runs per day serving trips between the hours of 4:15 AM and 9:20 PM. The exception to this is the shuttle serving Centennial and 1 South Prospect, which typically operates with 30 shuttle runs per day serving the AM and PM peaks and on demand service midday. These two lots are in close proximity of the Medical Center Campus, with many users choosing to walk between parking and campus.

UVMMC has supported discounted local and regional bus transit service for employees in the past. With fare free transit in place, this subsidy has not been tracked through the pandemic. This discounted transit opportunity returns as transit fares have been reinstated in May 2024. UVMMC has continued to support subsidized ferry service for employees that reside in New York to utilize Lake Champlain Ferries for commuting purposes. In 2023, a total of 96 monthly car and driver passes and 137 passenger ten ride passes were discounted through this program.

Table 6.5 UVMMC Shuttle Schedule

Shuttle Locations	AM Runs	Midday Runs	PM Runs	Total
Tech Park/Medical Center	20	11	28	59
Lakeside/Medical Center	20	11	28	59
Fanny Allen/Medical Center	19	22	29	70
Catamount/Medical Center	25	15	36	76
Centennial/1 South Prospect	15	On Demand	15	30

Bike Infrastructure, Parking and Bikeshare

Bike parking, in particular covered bike parking, is also an area receiving some attention from UVMMC. Re-envisioning of the covered bike parking just outside of the McClure building, which is often full, to maximize the space available and accommodate more bike parking in close proximity to a key entrance of the facility. UVMMC is exploring making this area secure bike parking with fencing for employee bike parking. This project is just one example of the multimodal enhancements taking place to better serve active or alternative modes of transportation to and from UVMMC. UVMMC employees are eligible for a 20% discount on Bird Bikeshare rides through its affiliation with CATMA.

Carpool Incentive

UVMMC has a robust and mature carpooling policy for employees with a strong incentive program. Employees who carpool are provided with the opportunity to park in more desirable parking lots, receive gas coupons, and utilize the guaranteed ride home program from CATMA. Employees who wish to carpool must register as a carpool group with the UVMMC Security Department. The carpool program issued 520 carpool permits for 879 participants in 2023 demonstrating the program's popularity. In 2022, there were 427 carpool permits issued.

Climate Plan

UVMMC is committed to reducing its carbon footprint and mitigating health issues caused by climate change. UVMMC has received recognition from local and national organizations for limiting onsite parking, encouraging carpooling, and providing incentives for use of public transit. Additionally, UVMMC has partnerships with CATMA, Burlington 2030, and Vermont Climate Pledge Coalition.

7. Conclusion

This JIPMP Annual Update demonstrates the ability of the Hill institutions collectively and individually to meet parking demand and track trends with the 5-year projected peak parking demand in conjunction with the efficacy of TDM strategies employed to mitigate parking demand. Champlain College, UVM and UVM Medical Center are jointly committed to continued progress on reducing drive alone and single occupant vehicles to their campuses as rooted in overarching climate goals and initiatives and as outlined in the approved 2023-2028 JIPMP.

Once the City of Burlington Transportation Options Study is complete, it is anticipated the next JIPMP annual update and its content may be revamped with more focus on TDM.

8. Appendix A: Data Collection Methodology

Lot Counts

The institutions continue conducting quarterly lot counts for three days (Tuesday, Wednesday, and Thursday) and three times (10:00 AM, 12:00 PM, 2:00 PM) to support the 5-year and annual JIPMPs.

There are advantages and drawbacks to using lot counts or survey data to estimate demand. Though lot counts are an inexpensive method to calculate parking demand, they are also usually only representative of a limited time frame. This limitation means typical peak demand may not be captured due to variability (i.e. seasonal mode change, time-off, etc.), and may underestimate demand. Survey data may overestimate demand because it fails to capture daily variation seen in lot counts. However, survey data can break down demand by user group, understand different mode trends, and can forecast future demand patterns. For more information about the advantages and drawbacks of lot counts and survey data for estimating demand, please see the 2020-2022 JIPMP Appendix B which was provided by Jonathan Dowds formerly with UVM's Transportation Research Center.

Survey Administration

The 2023 CATMA Student and Employee Transportation Surveys were launched on October 4, 2023. Direct solicitation emails were sent to employees and students. In the case of UVM, direct solicitation emails were sent to a random sample of 2,000 employees and 2,000 students. Table A.8.1 describes the survey solicitation process.

Table A.8.1. Overview of CATMA's 2023 Transportation Survey solicitation and responses.

	Launch Date	Population Total	Solicitation Total	Total Responses	Response Rate
Student Survey					
Champlain	10/4/2023	1,786	1,734	405	23%
UVM	10/4/2023	14,320	2,000	307	15%
Employee Survey					
Champlain	10/4/2023	588	886	163	18%
UVM	10/4/2023	4,406	2,000	579	29%
UVM Medical Center	10/4/2023	9,266	9,266	2,251	24%

Survey Weighting

With guidance from UVM's Transportation Research Center, the results of CATMA's 2023 surveys were weighted using variables that impact peak parking demand, consistent with previous JIPMPs. Survey weighting is intended to weight survey responses in a way that is reflective of the actual population. This process corrects for segments in population who are either under or overrepresented by those who answered the survey. Please note that the data in this report may vary from data reported directly by these institutions due to different approaches to the weighting process.

Margin of Error

The margin of error is the range within which a true value may be found given a certain confidence interval. All margins of error reported in the 2024 JIPMP are within a 95% confidence interval. The margins of error were calculated using the Complex Samples modules in SPSS and were found for the peak parking demand percent for each user group. For each of the institutions, the composite margin of error was found by summing the squares of each user group's margin of error and taking the square of root of the sum. Knowing the margin of error is useful, because within a 95% confidence interval, we can know the total parking demand for any institution is above or below a certain percentage of the estimated demand given.

Peak Parking Demand

Peak parking demand percent is calculated by finding the time the most auto users are on each campus. For employees and off-campus students, auto users are either those who drive alone and half of those carpool as their main mode. For on-campus students, auto users are all individuals who own a car.

Table A.8.2. Summary of peak parking demand on each campus as identified by the 2023 CATMA Employee and Student Transportation Surveys.

Champlain College	Thursday	2:00 - 3:59 PM
UVM	Thursday	12:00 - 1:59 PM
UVM Medical Center	Monday	2:00 - 3:59 PM

9. Appendix B: CarShare Vermont Parking Demand Impacts

CarShare Vermont is a nonprofit organization that operates a carsharing service and delivers a range of programs aimed at reducing dependence on personal vehicles. It provides a neighborhood fleet of vehicles that can be used as needed, allowing its members to meet their mobility needs without the cost and responsibility of vehicle ownership. In addition to saving its members money, CarShare Vermont facilitates a dramatic reduction in vehicle ownership and therefore, reduces vehicle miles traveled and greenhouse gas emissions.

The impacts of carsharing on vehicle ownership, VMT, and GHG emissions have been consistently well documented by several independent academic researchers. Few studies, however, have focused explicitly on the impact of carsharing on parking demand except for a 2013 study of Ithaca CarShare² (Ithaca, NY) that attempted to understand how carsharing affected parking demand on campus at Cornell University and Ithaca College and in the community. The study concluded that Ithaca CarShare's carsharing program positively affected parking demand at the same ratio that it removed vehicles from the road, meaning that each Ithaca CarShare vehicle reduced parking demand by approximately 15 spaces. CarShare Vermont's program is very similar to Ithaca CarShare in scale, operation, service area, and impacts. Moreover, the rate at which vehicles are removed from the road is consistent.

In attempting to define the impact of its service on parking demand on and near the campuses, CarShare Vermont proposes a similar approach to Ithaca CarShare where demand is offset by about 15 spaces per CarShare Vermont vehicle based on the assumption that carsharing reduces the net number of vehicles needed to be parked, and these parking savings are primarily achieved near where members live or work (in the case of faculty and staff). A question remains as to how (or if) to adjust this calculation based on other factors. CarShare Vermont will continue to work with CATMA to refine this calculation but in the meantime, it maintains that its program effectively reduces demand for parking by up to 315 spaces citywide.

² Stasko, Timon. Buck, Andrew. Gao, H. Oliver. November 2013. "Carsharing in a university setting: Impacts on vehicle ownership, parking demand, and mobility in Ithaca, NY." [Carsharing in a university setting: Impacts on vehicle ownership, parking demand, and mobility in Ithaca, NY - ScienceDirect](#)

10. Appendix C: Current Parking Demand Based on 2023 Survey Data

Table 10.1 Champlain College Current Peak Parking Demand

Champlain College			
User Group	Number of Potential Users	Peak Parking Demand ¹	
		% of Users	Spaces
Employees	588	42%	247
Off-Campus Students	372	21%	80
On-Campus Students	1414	42%	594
Visitors			15
Fleet ²			6
Peak Parking Demand			
Demand Based on Survey ³			942
Utilization Based on Counts			440
Parking Supply			
Total Spaces ⁴			642
Net Spaces Peak Utilization			
Peak Demand			-300
Peak Utilization			202

1. Peak parking demand is calculated from data collected in the 2023 CATMA Survey where “% of Users” consists only of car users who are on campus at peak time.
2. Champlain has 15 fleet vehicles but estimates only ~40% attempt to park on campus at peak time.
3. Total peak parking demand has a margin of error of ±124 spaces, or 13%, a slight increase from 12%
4. Total Parking Supply does not include 145 on-street parking spaces in Designated Zones

Table 10.2 University of Vermont Current Peak Parking Demand

UVM			
User Group	Number of Potential Users	Peak Parking Demand ¹	
		% of Users	Spaces
Employees ²	4,406	56%	2,468
Off-Campus Students ³	8,300	20%	1,660
On-Campus Students	5,476	25%	1,369
Visitors			185
Fleet ⁴			197
Peak Parking Demand			
Demand Based on Survey ⁵			5,879
Utilization Based on Counts			3,238
Parking Supply			
Total Spaces			4,956
Net Spaces Peak Utilization			
Peak Demand			-923
Peak Utilization			1,718

1. Peak parking demand is calculated from data collected in the 2023 CATMA Employee and Student Transportation Survey using the methodology described in Appendix A. "% of Users" consists only of car users who are on campus at peak time.
2. Employees not located on Main Campus are not included in this count.
3. Off-Campus Students does not include Continuing Education students.
4. Fleet vehicles not located on Main Campus or in Burlington not included in this count.
5. Total peak parking demand has a margin of error of $\pm 1,029$ spaces, or 17% (a MOE decrease from 21%)

Table 10.3 UVM Medical Center Current Peak Parking Demand

UVM Medical Center			
User Group	Number of Users	Peak Parking Demand ¹	
		% of Users	Spaces
Medical Center Campus			
Employees	5,942	12.8%	761
Out-Patients ⁴	1,838		700
In-Patients ⁴			75
Visitors ²			250
Fleet			11
Subtotal			1,797
1 South Prospect			
Employees ³	628	3.0%	19
Out-Patients ⁴	291		230
Fleet			10
Subtotal			260
Other			
Employees	17	8.2%	1
Subtotal			1
Peak Parking Demand			
Demand Based on Survey			2,056
Utilization Based on Counts			2,008
Parking Supply			
Total Spaces			2,500
Net Spaces Peak Utilization			
Peak Demand			444
Peak Utilization			492

1. Peak parking demand is calculated from data collected in the 2023 CATMA Employee and Student Transportation Survey using the methodology described in Appendix A. "% of Users" consists only of car users who are on campus at peak time.
2. Average daily patient estimates are based on total annual in person and telehealth appointments and procedures by location for 2023 at the Medical Center and 1 South Prospect facilities. Patient and visitor parking is allocated to 50% of the parking supply on-site. Policies are in place should the patient parking demand exceed this supply.
3. Employees of 1 South Prospect assigned to Centennial have been allowed to park on-site due to suspended shuttle service.
4. Patient parking is allocated to 50% of the parking supply on-site. Policies are in place should the patient parking demand exceed this supply.

Burlington Planning Commission

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Andy Montroll, Chair
Bruce Baker, Vice-Chair
Yves Bradley
Alexander Friend
Michael Gaughan
Erin Malone
Julia Randall

Burlington Planning Commission

Tuesday, June 25, 2024, 6:30 P.M.

Hybrid Meeting via Zoom and in the Bushor Conference Room

Draft Minutes

Members Present	M. Gaughan, A. Montroll, A. Friend, B. Baker, E. Malone, J. Randall
Staff Present	M. Tuttle, S. Morgan, C. Dillard,
Public Attendance	Sharon Bushor, Todd DeLuca, Diane Freiheit, R. Nick, E. Manke

1. Agenda

Call to Order	Time: 6:30pm
Agenda	No changes.

2. Public Forum

Name(s)	Comment
Sharon Bushor	• Would like to know how the discussions about the NC will be structured. • Thinks part 1A needs to have a condition regarding stormwater for development. • Asked about how the IZ is going to be handled and emphasized the importance of affordability and height in secondary structures. • Made a point about the future of corridors and Andy's example of Salt Lake City model. • Wished M. Tuttle the best as she leaves the City.
Todd DeLuca	• Spoke about the 1947 zoning ordinance. Having flexibility in the height of buildings. Thinks IZ constricts the housing supply.
Diane Freiheit	• Endorses all of Sharon Bushor's comments. • Wonders if more could be done to encourage more small scale development. • Thinks more attention should be paid to scale, particularly on minimally sized lots. • The Design Advisory Board is a great asset and a great steward in the design process.

3. Chair's Report

A. Montroll	• Thanked the Planning Commission for their hard work in the past year. • Acknowledged that it was the last meeting for B. Baker and Y. Bradley and thanked them for their service. • Spoke about M. Tuttle's amazing contributions. • M. Tuttle shared appreciation for working with the Commissioners.
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4. Director's Report

M. Tuttle	• Charles will work with the Executive Committee in July to schedule a meeting one the committee memberships have been set up for FY25. • The first PC meeting for the new commissioners – Ryan Nick and Erhard Mahnke will be on July 9th. • The official director transition will be on July 1st. Charles Dillard will be the acting interim Director of Planning. • The City Council approved the FY25 budget. • Ravi Venkataraman who's been a temporary planner for the Planning Office has been named the Director of Planning in Winooski.
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5. Proposed CDO Amendment: ZA-24-04 Neighborhood Code Part 2

Action: Ask questions and provide feedback on the draft amendment.		
Motion: N/A	Seconded by: N/A	Vote: N/A
Commissioners discussed the following items in Part 2-A: a. Secondary Structures + ADUs: Waiting to hear back from Attorney's office whether state statute requires us to include ADUs or if they can be implied in proposed language. b. Planned Unit Development Standards • Part 2-B will address cottage courts. • The City holds maps that show both rights of way and parcel boundaries. • Alex expressed concerns about the complexity of the language. It's more likely that the projects will be undertaken by developers that are familiar with the terminology. • Julia asked about ensuring some level of pervious surface as part of the PUD standards. Response is it would be covered by the lot coverage standard in the underlying zoning district. • Addressing comment about low FAR. To discuss in a future meeting a couple ways a project could qualify for additional development intensity. Michael requested additional modeling to show what 0.5 and 1 looks like using the various building typologies. c. Technical Corrections • Boundary correction for the Design Review Overlay to align with the dorm district boundary. • The RM/RC residential areas previously zoned RL changed in ZA-24-02 to be subject to design review in the Overlay District. • A vast majority of what happens in the City (e.x. buildings with 3-4 units, multiple buildings on a lot) is subject to design review by DAB and DRB.		

6. Commissioner Items

Next meeting, July 9th

7. Minutes

Action: Review and approve the 5/28 PC meeting minutes		
Motion by: A. Friend	Second by: B. Baker	Abstained: M. Gaughan
Vote to approve: A. Montroll, A. Friend, B. Baker, E. Malone, J. Randall		

8. Adjournment

Adjournment	Time: 7:30 p.m.	
Motion: A. Friend	Second: B. Baker	Vote: unanimous