

Burlington Planning Commission

149 Church Street
Burlington, VT 05401
Telephone: (802) 865-7188
(802) 865-7195 (FAX)
(802) 865-7144 (TTY)

www.burlingtonvt.gov/pz

*Andy Montroll, Chair
Bruce Baker, Vice-Chair
Yves Bradley
Alexander Friend
Emily Lee
Harris Roen
Jennifer Wallace-Brodeur*

Special Meeting of the Burlington Planning Commission with the City Council Ordinance Committee

**Wednesday, December 4, 2019, 6:30 P.M.
Contois Auditorium, City Hall, 149 Church St., Burlington**

AGENDA

I. Agenda

II. Public Forum- Time Certain 6:30 p.m.

III. Proposed CDO Amendment: ZA-20-04 Minimum Parking

The Committee will continue a discussion of a proposed amendment related to the minimum requirements for new parking in selected areas of the city. This amendment comes as a result of the Mayor's Housing Summit and subsequent policy reform recommendations. More information about the Housing Summit can be found at: <https://www.burlingtonvt.gov/mayor/housingpolicy>

Staff Recommendation: Discuss proposed amendment and provide direction to staff to inform the preparation of draft ordinance language.

IV. Commissioner Items

- a. Next meeting is Tuesday, December 10 at 6:30pm in Contois Auditorium

V. Communications

- a. Minutes from the Joint Committee meeting on November 12 and communications are enclosed beginning on page 2.

VI. Adjourn

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at (802) 540-2505. Written comments on items may be directed to the Planning Commission at 149 Church Street, Burlington, VT 05401, or at mtuttle@burlingtonvt.gov

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Burlington Joint Planning Commission **Wednesday, November 12, 2019, 6:30 P.M.** **Burlington City Arts, 135 Church Street, Burlington, VT**

DRAFT Minutes

Members Present	Planning Commission: A Montroll, A Friend, H Roen, E Lee, Y Bradley, B Baker City Council: A Roof, C Mason, S Bushor
Members Absent	J Wallace Brodeur
Staff Present	M Tuttle, D White, S Durmick,

I. Agenda

Call to Order	Time: 6:32
Agenda	No changes to the agenda

II. Public Forum

Name	Comment	Commission Action
Gene Bergman	Eliminating parking minimums is necessary but must include transportation demand management (TDM) requirements and alternative transportation funding. Resources for implementing alternative transportation systems must come from all sources, including developers' savings from the elimination of the parking requirements. TDM and alternative transportation funding must be part of the ordinance amendments.	
Jack Hanson	Felt that changing the transportation impact fee is insufficient. Eliminating parking minimums is a step in the right direction, but would like to see further steps taken to shift Burlington towards sustainable transportation.	
Erik Hoekstra	Encouraged the Commission to advance bowling as a permitted use in the ELM zone as soon as possible; opportunity to acquire real estate depends upon a partnership with Burlington City Arts (BCA).	
Josh Ketz	Accompany ordinance revisions with TDM and other initiatives encouraging alternative and sustainable transportation which is necessary for the City to reach its goal to become net zero by 2030. As proposed the policy does not encourage people to get out of cars, it only gets rid of parking spots.	
Michael Long	Qualms about eliminating minimum parking requirements, because we still have a large dependence upon automobiles	

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	in Vermont. It is duplicitous to move away from car dependence when we still have to accommodate cars.	
Caryn Long	Many, especially older, people do not come to downtown Burlington because they cannot find parking and do not want to risk walking far in icy/dangerous conditions. Need better public transportation.	
Amy Gonyaw	Interested in how the parking ordinance is tied to limiting how many units a property owner is permitted. Saw potential in tying short-term rentals (STRs) to parking because visitors will most likely bring only one car while tenants often each own a car. Encouraged the idea of tiny houses being used as accessory dwelling units (ADUs).	
Greg Hostetler	Agreed that reducing parking minimums is a good idea, but we also need to require developers to use those savings to finance alternative transportation through a fund.	

III. Proposed CDO Amendment: ZA-20-04 Minimum Parking Requirements

Discussed proposed amendments and provided direction to staff to inform the preparation of draft ordinance language		
Motion by: NA	Second by: NA	Vote: NA
Type: Discussion	Presented by: D White	
Discussion/Notes:		
D White presented a collection of options in regards to minimum parking requirements (presentation is available on the website)		
Commissioner/Councilor and Public Discussion:		
- E Lee asked if there have been cases of developers building more parking than needed. D White replied that the maximum parking limits have been in place since 2008, and there have been requests more parking on site. Just as the (DRB) can reduce the minimum, they can also increase the maximum. - S Bushor asked if the proposal to reduce maximum parking limits is coupled with eliminating minimum requirements. D White indicated that was the staff assumption in the presentation. - H Roen asked if the impact fee could cover salaries for bus drivers. D White responded that it could not be used for operational costs; to do so would require changing statute - A Roof asked if staff could provide an estimate of how much funds the impact fee brings in each year. M Tuttle responded that the impact fees specific to the (DPW) traffic impact fee brought in around \$140,000 for fiscal year 2019, and the total amount brought in by all impact fees was around \$750,000 - E Lee pointed out that current policies are in essence providing free parking spots for all residents of Burlington, not charging for the real cost of parking which is disproportionately benefiting the most affluent neighborhoods. She felt that the City is nickel and diming developers for impact fees, yet giving a valuable resource away free. C Mason added that this would be an insurmountable political hurdle to implement. - G Bergman pointed out that the City had changed the Charter in the past to allow the revenues from street parking meters to be used to pay for alternative transportation systems, which could be a model for changing how our fees are used - C Long expressed concern about pushing more cars out into the street, therefore causing more traffic and overcrowding. - M Long felt developers should provide and pay for the cars which they are drawing so the City is not subsidizing those cars for the development. Streets should be for the movement of transit		

- J Hanson stated that the issues should not be “either, or”; the impact fee should be made more holistic, parking minimums should be eliminated, maximums should be reduced, and funding for TDM should be included
- S Bushor remarked that many case study communities have adequate public transportation, which Burlington doesn’t yet have, suggesting that the Committee should first focus on financing public transportation. M Tuttle noted that GMT faces challenge of maintaining high level of service because of the amount of cars on some major corridors. It is a “chicken or the egg” situation—if there continues to be free and abundant parking reinforcing SOV, will continue to see heavy traffic on major corridors impacting the level of service for transit, leading to people not wanting to take transit and undermining the system. Have to make changes intentionally understanding that they could benefit the transit system.
- Y Bradley noted that these ordinances are intended to implement the city’s goals of dense urban infill, people downtown who don’t need a car. But Burlington is an expensive place to live, and if developers are able to reduce threshold costs, it will result in more affordable housing and people able to live downtown
- A Roof stated that we need to know the budget needs to implement alternative transportation goals in order to know if proposed fees will meet our goals. What practices and policies are in place now which help establish TDM strategies and developments. D White responded that parking waivers include TDM elements, requirements for bike parking, and CATMA is a tool for establishing and implementing these strategies
- S Bushor asked if the Committee could implement both an impact fee and a payment-in-lieu fee, and whether these are both one-time fees. D White responded that they are both one-time fees (not continuous), and explained that the payment in lieu option is predicated on maintaining the parking minimums (they are mutually exclusive)
- E Lee stated that she supports eliminating the minimum parking requirements. H Roen agreed and suggested that CATMA would be a more holistic approach to TDM than a site-by-site approach. H Roen shared he rides the bus because parking downtown is difficult – otherwise he would drive. D White noted this is one reason behind eliminating the subsidy of creating more parking.
- A Montroll asked staff to offer a recommendation to the Committee built on eliminating the minimum parking requirement, and looking further into TDM and impact fees.
- A Friend asked what eliminating the parking minimums would mean a project the size of CityPlace. D White cited studies which show 40-60% of parking that would have been required was built. CityPlace would still build parking due to financing requirement and marketability.
- A Montroll added that the downtown form code requires parking structure floors to be level so that they can easily be repurposed if parking is not needed in the future
- H Roen asked if eliminating the parking minimum requirement would free up excess existing parking that is tied to permits. D White noted this is true and anticipated to free up about 1,000 parking spaces
- B Baker expressed concern about how expensive it can be to cause compliance in regards to TDM, and has not yet heard how to implement or fund compliance or enforcement mechanisms. M Tuttle replied that if the requirements are too onerous, they do need to think about the ability of city infrastructure to monitor and enforce such strategies. B Baker favored self-enforcement on the part of the owner or developer themselves
- Commissioners were mixed on whether to lower the maximum requirement, and asked for staff recommendation, noting that would need a waiver process for projects that must exceed.

IV. Commissioner Items

Action: Scheduled two upcoming joint meetings		
Motion by:	Second by:	Vote: NA
Type:	Presented by: NA	
Discussion/Notes: • Planning Commission meeting on Nov 26th cancelled • Joint Committee meetings will take place on Dec 4 and Dec 10		

V. Communications

Action: Approved the minutes and accepted the communications		
Motion by: E Lee	Second by: A Friend	Vote: Approved Unanimously
Type: Action	Presented by: A Montroll	
Communications Filed: • Memo from Redstone in regards to allowing a bowling alley in the Enterprise Zone • Public Forum remarks from G Bergman • Minutes from the Planning Commission’s September 24, 2019 meetings, and Joint Committee meetings on October 15, 22, and 30		

VI. Adjourn

Adjournment		Time: 8:21pm
Motion: A Friend	Second: E Lee	Vote: Approved Unanimously

November 14, 2019

Re: Comments on Proposed Housing Reforms

Members of the Planning Commission and Ordinance Committee,

We write to offer written feedback on a few of the proposed housing reforms which intersect with transportation and parking policy. This follows up on verbal recommendations we've given at the Housing Summit this summer, at the City Council meeting where these proposals were introduced, and again at the October 30th Joint Committee meeting. We were not able to attend the November 12th meeting,

While transportation-focused, as a community-based nonprofit organization our interests in parking policy extend beyond securing parking spots for our shared vehicles. Our mission is to facilitate a reduction in privately-owned vehicles, as well as an overall reduction in VMT and associated emissions. Parking policy and supply play a critical role in reducing emissions from privately-owned vehicles and single occupancy trips. Not only does this create better conditions for carsharing, but carsharing can help make these reforms work more effectively, too.

Removing Parking Requirements for ADUs:

We strongly support the idea that land—whether public or private—is better used for housing people rather than cars. Parking requirements are undoubtedly a spatial and financial barrier to building more housing generally, and ADUs in particular. In neighborhoods surrounding the downtown core and along key transit corridors, ADUs can help increase more affordable housing stock while also helping to expand potential public transit ridership. Reduced parking requirements make both more of a reality. The very valid issue of stormwater management has come up during the ADU discussion, and how to reconcile multiple worthy goals: increase affordable housing, decrease air pollution, and decrease lake/watershed pollution. These needn't be in conflict. One way to address this issue is to relax ADU regulations in the same



areas slated for minimum parking requirement reductions. This ensures that density is developed where it can best be supported by public transit and active transportation infrastructure, while looking at stormwater management more broadly than a specific site. And the move to remove parking requirements generally should help to prevent unnecessary impervious surface coverage throughout these same areas.

Minimum Parking Requirements:

We also encourage the committee to look at the problem of parking holistically, not simply in the context of reforms to encourage greater housing production, but as a system. Positive changes to one part of the system might negatively impact another, or perhaps even worse, the fear of those spillover effects might prevent any change from happening altogether.

We strongly support the effort to eliminate minimum parking requirements. However, we suggest that this change to the comprehensive development ordinance be pursued concurrently with a number of others:

- Maximum parking requirements should at least be reduced by 20% to the current parking minimum numbers. We would encourage thoughtful consideration of lowering these further to prevent an oversupply of parking, particularly in the downtown core where some city facilities are underutilized and operating with deficits.
- Regional maximum parking requirements should be pursued with surrounding towns to discourage sprawl, as the Portland, OR metro area and others have done.
- Adoption of a Parking and Transportation Demand Ordinance to ensure that developers not only avoid building bad things (an oversupply of parking that incentivizes more vehicles and driving), but also that they provide good things (covered bike facilities, bike/pedestrian infrastructure, bus shelters, transit passes, carshare vehicles/memberships, etc. that generate more sustainable trips). In order for this type of ordinance to be effective, there would need to be reasonable triggers for developments of varying sizes, and active enforcement within the City to ensure compliance annually.



- Lastly, we encourage the Joint Committee to work closely with DPW and the Public Works Commission to enact changes which are supportive of and supported by those proposed here. Pricing on-street metered parking, residential parking permits, and public garage parking properly is one of the most effective parking demand management tools at the city's disposal. Linking the revenue raised from appropriate pricing directly to democratically decided infrastructure improvements is an important way to win support for all of these changes and beginning a more virtuous cycle of sound parking policy and reinvestment in bicycle-, pedestrian-, and local business-friendly environments in the city. We also suggest that the committee and DPW consider a more inclusive interpretation of what traffic impact fees may fund (understanding how bike, transit, and pedestrian infrastructure can be far more effective at traffic management than turning lanes and traffic signals) and to consider removal of the current exemption for certain parking facilities.

Thanks very much for your work on these issues and your consideration of our suggestions. Please feel free to be in touch with any questions. We will remain engaged in discussions of these changes and how best to address the housing and environmental impacts of overabundant and underpriced vehicular parking on our city.

Yours sincerely,

Patrick Murphy
Director of Planning & Operations



ARTICLE 8: PARKING

PART 1: GENERAL REQUIREMENTS

Sec. 8.1.1 Purpose

It is the purpose of this article to:

- (a) Ensure there are adequate parking and loading facilities to serve the use or uses of the property;
- (b) Ensure that parking facilities are designed to provide proper circulation, reduce hazards to pedestrians, and protect the users of adjoining properties from nuisance caused by the noise, fumes, and glare of headlights which may result from the operation of vehicles parking off the street;
- (c) Reduce congestion in the streets and contribute to traffic safety; and
- (d) Encourage alternate modes of travel that will reduce dependence upon the single-occupancy automobile.

These regulations are enacted under the provisions of 24 V.S.A. Chapter 117

Sec. 8.1.2 Applicability

No structure shall be erected or altered, or any use changed or established, unless or until the provisions of this Article have been met. No onsite parking shall be required or provided within the Urban Reserve District.

Sec. 8.1.3 Parking Districts

The demand for parking is highly dependent on the context within which a given use or structure is located. Factors such as proximity to other related uses, availability of public transportation, the density of land uses, and the ability to share parking with nearby uses are all factors which influence the demand for individual and dedicated off-site parking. For the purposes of this Article, the following three (3) Parking Districts as illustrated in Map 8.1.3-1 are hereby created:

(a) Neighborhood Parking District:

This parking district establishes the baseline of parking requirements throughout the city where the demand for offsite parking is largely dependent on the needs and characteristics of an individual site or land use.

(b) Shared Use Parking District:

This parking district reduces the requirements from the baseline standards recognizing that opportunities exist to share parking demand between related

nearby land uses, and that travel to and between these uses may not be strictly automobile dependent.

(c) Downtown Multimodal Mixed-Use Parking District:

This parking district ~~further reduces~~eliminates the minimum on-site parking requirements ~~from the baseline standards of Sec. 8.1.8~~ recognizing ~~that the opportunity for~~ extensive sharing of parking demand between nearby mixed land uses ~~occurs; that a majority of~~makes travel to and between proximate land uses ~~is~~ largely independent from an automobile; and that an array of non-vehicular transportation modes, public parking facilities, and frequent transit service greatly reduces the need for independent parking for individual land uses.

This Parking District includes all properties in the following Zoning Districts:

- (a) Downtown Core (FD6)
- (b) Downtown Center (FD5)
- (c) Downtown Waterfront – Public Trust (DW-PT)
- (d) Neighborhood Activity Center (NAC)
- (e) Neighborhood Mixed Use (NMU)
- (f) NAC – Riverside (NAC-R)
- (g) NAC – Cambrian Rise (NAC-CR)

This Parking District also includes all properties with street frontage on the following major thoroughfares below to a maximum depth of 200-ft, with the exception of those properties subject to Part 3 - Institutional Parking Management Plans:

- (a) North Avenue from Battery Park to Plattsburg Avenue
- (b) Colchester Avenue
- (c) Pearl Street
- (d) North Winooski Avenue
- (e) Riverside Avenue from N. Winooski Ave to Colchester Ave
- (f) Battery Street
- (g) Main Street
- (h) Pine Street
- (i) Saint Paul Street

With the exception of public parking provided in exchange for an Article 4 Development Bonus (see Sec 4.4.1 (d) 5 A), minimum on-site parking requirements permitted for any structure and/or use within this Parking District in effect prior to the adoption of this provision shall be hereby withdrawn in order to facilitate a more efficient allocation and management of existing parking resources and the development of land.

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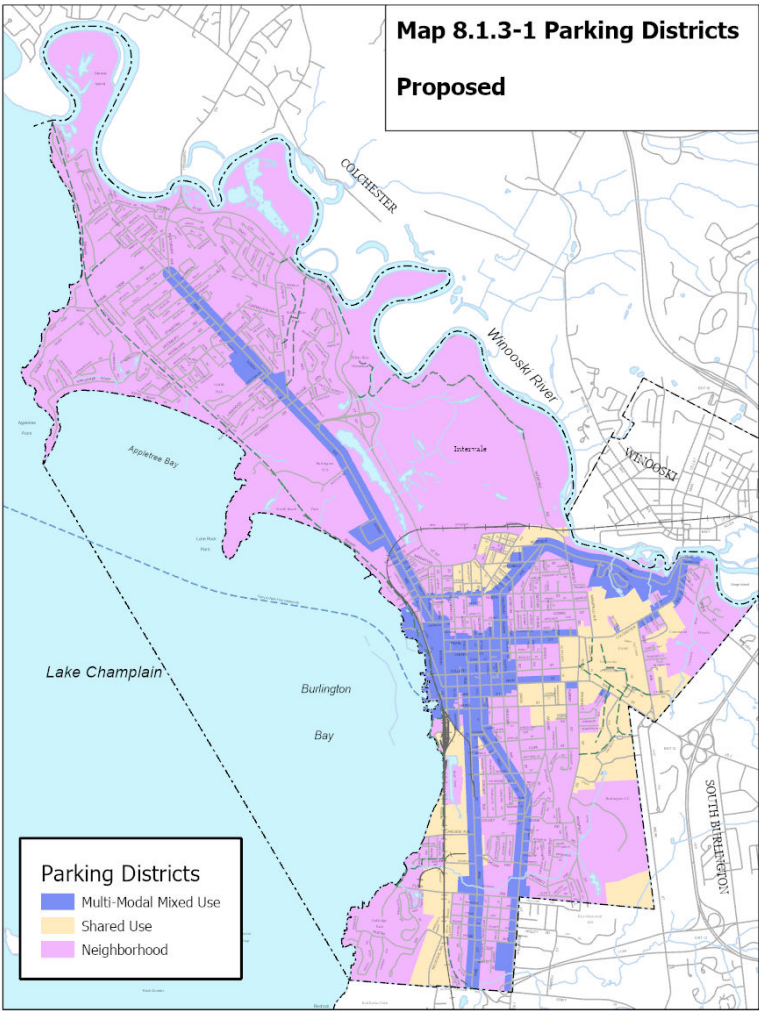
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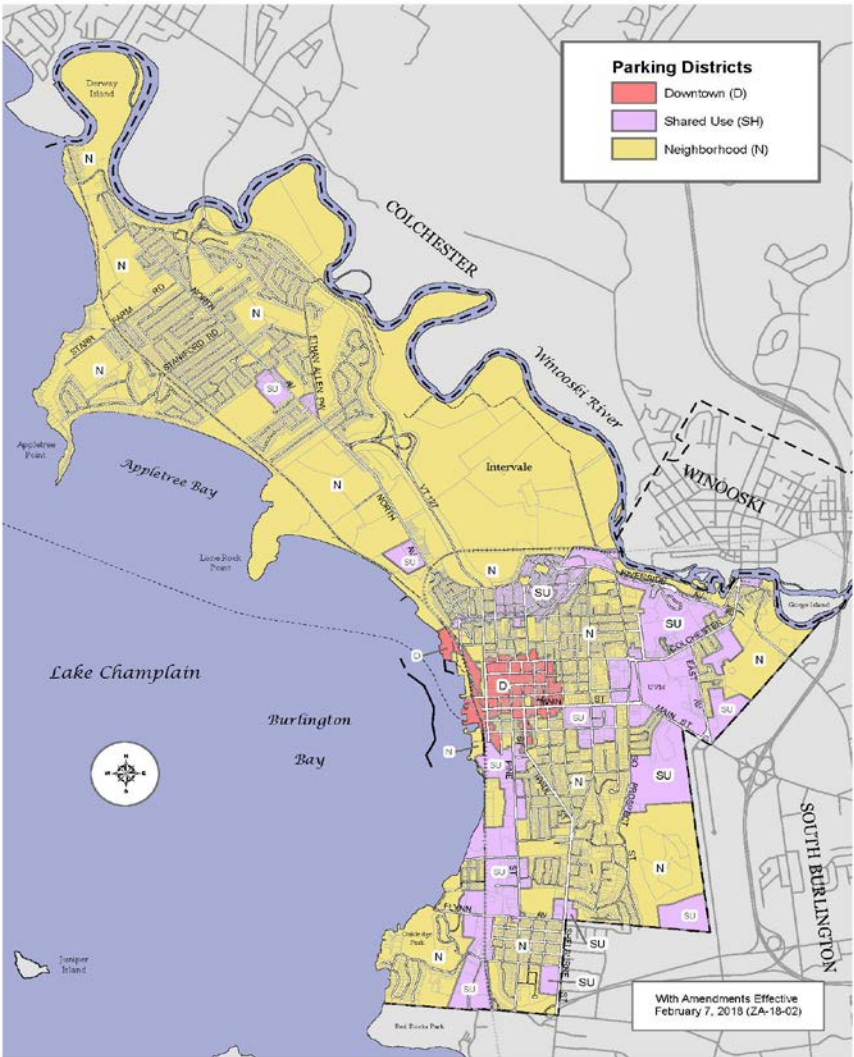
Commented [DEW1]: Kim - Does this work?

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Commented [DEW2]: Need to illustrate corridors differently so it doesn't capture lots that don't actually have frontage on them



Map 8.1.3 -1 Parking Districts

Sec. 8.1.4 Existing Structures

Any structure or land use lawfully in existence prior to the adoption of this ordinance shall not be subject to the requirements of this Article as long as the kind or extent of

use is not changed, and provided further that any parking facilities now serving such structures shall not in the future be reduced below such requirements.

Sec. 8.1.5 Existing Structures - Change or Expansion of Use

Whenever there is an alteration or conversion of a structure or a change or expansion of a use which increases the parking requirements, the total additional parking requirements for the alteration, conversion, change, or expansion shall be provided in accordance with the requirements of this Article. A waiver may be requested pursuant to the provisions of Sec. 8.1.15.

Sec. 8.1.6 ~~Existing Structures: Affordable Housing and Historic Buildings Exemption in Downtown District~~

~~Any nonresidential use within a structure lawfully in existence prior to January 1, 2007 in any Downtown Parking District shall be exempt from the requirements of this Article when applying for a change to any other nonresidential use. Regardless of location, the Minimum Off-Street Parking Requirements found under Sec. 8.1.8 below shall not apply to any of the following:~~

- ~~(a) The creation of permanently affordable inclusionary housing units satisfying the applicable provisions of Article 9 Part 1 - Inclusionary Housing (see Sec. 9.1.10 Income Eligibility and Sec. 9.1.11 Calculating Rents and Selling Prices);~~
- ~~(b) The adaptive reuse and/or substantial rehabilitation of a building listed on the State or National Register of Historic Places; and,~~
- ~~(c) The creation of an Accessory Dwelling Unit subject to the provisions of Sec. 5.4.5.~~

Commented [DEW3]: No longer applicable

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Commented [DEW4]: all permanently affordable units – an expansion of what was recently approved in IZ

Commented [DEW5]: proposed in ADU amendment

Sec. 8.1.7 Non-conforming Residential Structure

Where additions or conversions to existing residential structures within a Neighborhood or Shared Use Parking District add living space but do not add dwelling units, and such sites do not currently meet the parking standards of Sec. 8.1.8, one (1) parking space shall be provided for each additional room. Single detached dwellings shall be exempt from this requirement.

Sec. 8.1.8 Minimum Off-Street Parking Requirements

A minimum number of off-street parking spaces for all uses and structures shall be provided in accordance with Table 8.1.8-1 below.

- (a) Where no requirement is designated and the use is not comparable to any of the listed uses, parking requirements shall be determined by the DRB upon recommendation by the administrative officer based upon the capacity of the facility and its associated uses.
- (b) When the calculation yields a fractional number of required spaces, the number of spaces shall be rounded to the nearest whole number.

Table 8.1.8-1 Minimum Off-Street Parking Requirements			
	Neighborhood Districts	Shared Use Districts	Multimodal Mixed-Use Downtown Districts
RESIDENTIAL USES	Per Dwelling Unit except as noted		
Multi-unit attached dwelling units, studio units or 1-bedroom dwelling unit.	2	1	10
Single Family detached and Duplex	2	2	10
RESIDENTIAL USES - SPECIAL	Per Dwelling Unit except as noted		
Assisted Living	0.5	0.5	0.40
Bed and Breakfast (per room, in addition to single-family residence)	1	0.75	0.50
Boarding House (per two (2) beds)	1	0.75	0.50
Community House	1	0.75	0.50
Convalescent Home (per four (4) beds)	1	1	10
Dormitory (per two (2) beds)	1	1	10
Emergency Shelter	0	0	0
Group Home (per two (2) beds)	1	1	10
Historic Inn (per room, in addition to single-family residence)	1	0.75	0.50
Sorority & Fraternity (per two (2) beds)	1	1	10
NON-RESIDENTIAL USES	Per 1,000 square feet of gross floor area (gfa) except as noted		
Adult Day Care (per two (2) employees)	1	1	10
Agricultural Use	None0	None0	None0
Amusement Arcade	2	1	0
Animal Boarding/Kennel/Shelter	2.5	1.5	10
Animal Grooming (per grooming station)	1	1	0
Animal Hospitals/Veterinarian Office	3	2	10
Appliance & Furniture Sales/Service	2.5	1	10
Aquarium	1.3	1	10
Art Gallery/Studio	3.3	2.5	10
Auction Houses	3.3	2.5	10
Automobile & Marine Parts Sales	2.5	1.5	10

Commented [DEW6]: Per expired ZA-19-03

Table 8.1.8-1 Minimum Off-Street Parking Requirements			
	Neighborhood Districts	Shared Use Districts	Multimodal Mixed-Use Downtown Districts
Automobile Body Shop	2 plus 1/bay	2 plus 1/bay	2 plus 1/bay 0
Automobile Repair/Service	2 plus 1/bay	2 plus 1/bay	2 plus 1/bay 0
Automobile Sales – New & Used	2	2	1 0
Bakery	2.5	2.5	1 0
Bank, Credit Union	2.5	2	1 0
Bar/Tavern	4	3	None 0
Beauty/Barber Shop (per station/chair)	1	1	None 0
Bicycle Sales/Repair	2.5	1	None 0
Billiard Parlor (per game table)	1	1	None 0
Boat Repair/Service	2	2	1 0
Boat Sales/Rental	2	2	1 0
Boat Storage	3	2	1 0
Bowling Alley (per lane)	3	2	1 0
Building Material Sales	3.3	2.5	1 0
Café (per four (4) seats)	1	None 0	None 0
Camp Ground (per camping space)	1	1	1 0
Car Wash (stacking spaces per wash bay)	4	4	4 0
Cemetery	None 0	None 0	None 0
Cinema (per four (4) seats)	1	1	None 0
Club, Membership	3.3	2.5	1 0
Community Center	3.3	2.5	1 0
Community Garden (per ten (10) plots)	1	1	None 0
Conference Center	3	2	1 0
Contractor Yard (per 1,000 gfa of office space)	2.5	2	2 0
Convenience Store	3	2	1 0
Convention Center	n/a	3	2 0
Courthouse	n/a	3.3	2 0
Crematory (per FTE employee)	1	1	1 0
Crisis Counseling Center	4	3	1 0
Daycare - Home (6 children or less)	None 0	None 0	1 drop-off 0

Table 8.1.8-1 Minimum Off-Street Parking Requirements			
	Neighborhood Districts	Shared Use Districts	Multimodal Mixed-Use Downtown Districts
Daycare - Large (Over 20 children) (per two (2) employees)	1 plus 1 drop-off per 5 children	1 plus 1 drop-off per 5 children	2 drop-off
Daycare - Small (20 children or less) (per two (2) employees)	1 plus 1 drop-off per 5 children	1 plus 1 drop-off per 5 children	1
Dental Lab	2	1	None
Distribution Center (per 3,000 gfa)	1	0.75	0.75
Dry Cleaning Plant	1.3	1	1
Dry Cleaning Service	2.5	2	2
Film Studio	3.3	2.5	1
Fire Station (per apparatus)	2	2	1
Food & Beverage Processing	1.3, plus 3 per 1,000 gfa devoted to patron use	1, plus 2 per 1,000 gfa devoted to patron use	1
Fuel Service Station (per employee/shift)	1	1	1
Funeral Home (per four (4) seats)	1	1	1
Garden Supply Store (per 1,000 gfa of retail area.)	3	2	1
General Merchandise/Retail	3	2	None
Grocery Store	3	2	None
Hazardous Waste Collection/Disposal (per two (2) employees on the largest shift)	1	1	n/a
Health Club	3	2	1
Health Studio	2	1	None
Hospitals (per patient bed)	2	2	2
Hostel (per two (2) beds)	0.5	0.5	None
Hotel/Motel (per room)	1	0.75	0.75
Laundromats (per washing machine)	1	1	None
Library	1.3	1	None
Lumber Yard (per 1,000 gfa of retail area.)	3	2	1
Manufacturing-Light	1.3, plus 3 per 1,000 gfa devoted to patron use.	1.3, plus 2 per 1,000 gfa devoted to patron use.	1

Commented [DEW7]: Per expired ZA-19-03

Commented [DEW8]: Per expired ZA-19-03

Table 8.1.8-1 Minimum Off-Street Parking Requirements			
	Neighborhood Districts	Shared Use Districts	Multimodal Mixed-Use Downtown Districts
Manufacturing	1.3, plus 3 per 1,000 gfa devoted to patron use.	1.3, plus 2 per 1,000 gfa devoted to patron use.	10
Marina (per berth)	0.5	0.5	0.50
Medical Lab	2	1	None0
Museum	1.3	1	10
Office - General	2	2	20
Office - Medical, Dental	3	2	10
Office – Technical	2	2	20
Open Air Markets	None0	None0	None0
Operations Center - Taxi (per three (3) employees)	1	1	10
Operations Center - Truck/Bus (per 3,000 gfa)	1	0.75	0.750
Park (per playing area)	5	None0	None0
Parking Garage – Private	None0	None0	None0
Parking Lot – Private	None0	None0	None0
Performing Arts Center (per four (4) seats)	1	1	None0
Performing Arts Studio	1	None0	None0
Pet Store	2.5	1	None0
Pharmacy	3	2	10
Photo Studio	2.5	1	None0
Photography Lab	1	1	None0
Police Station	2.5	2	20
Post Office	1.3	1	10
Post Office - Local	2	2	None0
Printing Plant	1.3	1	10
Printing Shop	2	2	None0
Public Transit Terminal	1 per 200 gfa of public waiting space	1 per 200 gfa of public waiting space	None0
Public Works Yard/Garage	None0	None0	None0
Radio & TV Studio	2	2	20
Rail Equip. Storage & Repair	None0	None0	None0

Table 8.1.8-1 Minimum Off-Street Parking Requirements			
	Neighborhood Districts	Shared Use Districts	Multimodal Mixed-Use Downtown Districts
Recording Studio	1.3	1	1 0
Recreational Facility - Indoor (per four (4) seats)	1	1	0.5 0
Recreational Facility - Outdoor (per playing field)	15	10	None 0
Recreational Facility - Outdoor Commercial	Larger of 1 per 4 seats or 15 per playing field	Larger of 1 per 4 seats or 10 per playing field	1 per 6 seats 0
Recreational Vehicle Sales – New and Used	2	2	1 0
Recycling Center - Large above 2,000 gfa	None 0	None 0	None 0
Recycling Center - Small 2,000 gfa or less	None 0	None 0	None 0
Research Lab	2.5	2	2 0
Restaurant	4	3	None 0
Restaurant – Take-Out	4	3	None 0
Salon/Spa	4	4	2 0
School - Secondary (per Classroom)	7	5	2 0
School - Primary (per Classroom)	1.5	1.5	1.5 0
School – Preschool Large (over 20 children) (per two (2) employees)	1 plus 1 drop-off per 5 children	1 plus 1 drop-off per 5 children	1 plus 1 per 5 children 0
School – Preschool Small (up to 20 children) (per two (2) employees)	1 plus 1 drop-off per 5 children	1 plus 1 drop-off per 5 children	1 0
School - Trade/Professional	5	3	1 0
School, - Post-Secondary	2	2	2 0
Solid Waste Facility - Incinerator, Landfill, Transfer Station	None 0	None 0	None 0
Tailor Shop	2	1	None 0
Vehicle Salvage	None 0	None 0	None 0
Warehouse	0.5	0.35	0.35 0
Warehouse - Self Storage Facility	1 per resident manager, plus 1 per 100 leasable storage spaces	1 per resident manager, plus 1 per 100 leasable storage spaces	1 per resident manager, plus 1 per 100 leasable storage spaces 0
Warehouse - Retail	3.3	2.5	2.5 0

Commented [DEW9]: Per expired ZA-19-03

Commented [DEW10]: Per expired ZA-19-03

Table 8.1.8-1 Minimum Off-Street Parking Requirements			
	Neighborhood Districts	Shared Use Districts	Multimodal Mixed-Use Downtown Districts
Wholesale Sales	1.3	1	1.0
Worship, Place of (per four (4) seats)	1	1	1.0

Sec. 8.1.9 Maximum On-Site Parking Spaces

The total number of off-street parking spaces provided in all parking districts shall not be more than 125% of the minimum number of spaces required for the Neighborhood Parking District for any given use as required in Table 8.1.8-1 below. In no case shall the maximum number of required spaces be less than one (1) per unit of measurement (beds, units, 1000 gross sqft, etc.) for the use.

Table 8.1.9-1 Maximum Off-Street Parking Requirements		
Neighborhood Districts	Shared Use Districts	Downtown Districts
125% of the minimum number of spaces required for the Neighborhood Parking District for any given use as required in Table 8.1.8-1	100% of the minimum number of spaces required for the Neighborhood Parking District for any given use as required in Table 8.1.8-1	100% of the minimum number of spaces required for the Shared Parking District for any given use as required in Table 8.1.8-1

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(a) **Exemptions:** The following shall ~~reduce~~ not be included in the maximum number of allowable spaces required by this section:

1. Structured Parking: Spaces provided within the footprint of a structure containing one or more other uses, including rooftop, at-grade, or below grade spaces shall not be counted towards the maximum, provided the floor area dedicated to parking is less than 50% of the total gross floor area of the structure;

2. Public Parking: Spaces provided and available for use by the public shall not be counted towards the maximum. Such spaces shall be available to the public at a minimum of nights and weekends, and be signed or marked accordingly;

3. Carpool, Vanpool, and Car-Share Parking: Spaces dedicated for vehicles participating in a carpool, vanpool, or car-share program shall not be counted towards the maximum. Such spaces shall be reserved for such use, and be signed or marked accordingly; and,

4. Alternative Fueled Vehicle Parking. Parking spaces dedicated for vehicles operating on primarily alternative fuels including but not limited to electric, natural gas, and hydrogen shall not be counted towards the maximum. Such spaces shall be reserved for such use, and be signed and/or the space painted with the words "Alternative Fueled Vehicles Only."

5. Waiver of Maximum Parking Limitations. Parking in excess of the maximum parking limitation of this section may be waived by the DRB pursuant to the provisions of Sec 8.1.15 with the following additional requirements:

A. The applicant requesting the waiver shall also provide:

- (i) a peak demand parking study for two similar uses in the area; and,
- (ii) a TDM Plan pursuant to the requirements of Sec. 8.1.16

B. The following additional review criteria shall be addressed regarding how:

- (i) The need for additional parking cannot reasonably be met through provision of on-street parking or shared parking with adjacent or nearby uses;
- (ii) The proposed development demonstrates that its design and intended uses will continue to support high levels of existing or planned transit and pedestrian activity; and,
- (iii) The site plan indicates where additional parking can be redeveloped to a more intensive transit supportive use in the future.

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Sec. 8.1.10 Off-Street Loading Requirements.

Outside of the ~~Downtown-Multimodal Mixed-Use~~ Parking District, every structure constructed after the effective date of this ordinance and used for non-residential use shall provide sufficient space for the unloading and loading of vehicles. The adequacy of any proposed loading areas shall be considered as part of the site plan and traffic circulation review. Such loading areas shall have access to a public alley or a public street in such a way to minimize conflicts with the circulation of other vehicles and pedestrians, be screened from public view, and provide safe and effective access to the city's street network.

Sec. 8.1.11 Parking Dimensional Requirements

The following standards in Table 8.1.11-1 below shall be used to ensure safe, adequate, and convenient access and circulation. These standards shall be adhered to except in situations where a lesser standard is deemed necessary by the DRB after consultation with the city engineer due to site topography, location of existing or proposed structures, lot configuration, and/or the need to preserve pervious lot coverage for on-site stormwater management, existing trees, and mature vegetation.

Mechanical access parking shall be exempt from the dimensional requirements of this section.

Table 8.1.11-1 Minimum Parking Dimensions						
Angle of Parking Space Type	Space Width (A) of Space	Space Length (B) of Space	Vertical Clearance (C) (Stall and Aisle)	Width of Angled Space	Length of Angled Space	Minimum Back-Up Length
Standard Cars						
Parallel Parking	89.0'	2218.0'	7.5'	-	-	-
45° Angle ²	9.0' ¹	2018.0'	7.5'	12.7'	20.5'	15.0'
60° Angle ²	9.0' ¹	2018.0'	7.5'	10.4'	21.8'	18.0'
90° Angle ²	9.0' ¹	2018.0'	7.5'	9.0'	20.0'	24.0'
Compact³ Cars Compact spaces must be clearly identified with pavement marking and signage.						
Parallel Parking	8-97.5'	2015.0'	6.8'	-	-	-
45° Angle ²	8.0'	1816.0'	6.8'	11.2'	18.3'	13.0'
60° Angle ²	8.0'	1816.0'	6.8'	9.2'	19.8'	15.0'
90° Angle ²	8.0'	1816.0'	6.8'	8.0'	18.0'	20.0'
Tandem	9.0'	36'	7.5'			
Scooter/Motorcycle	4'	8.0'	6.8'			
Aisle Width (C)						
Aisle width (one-way)	10'-12' 14' for 60° angled spaces 90° angled spaces not permitted		7.5'			
Aisle width (two-way)	20' 23' for 90° angled spaces		7.5'			

¹ The minimum stall width may be reduced to 8.5' for spaces dedicated to residential uses.

² Angled spaces may be either head-in or back-in.

³ The overall proportion of compact spaces may not exceed 50%.

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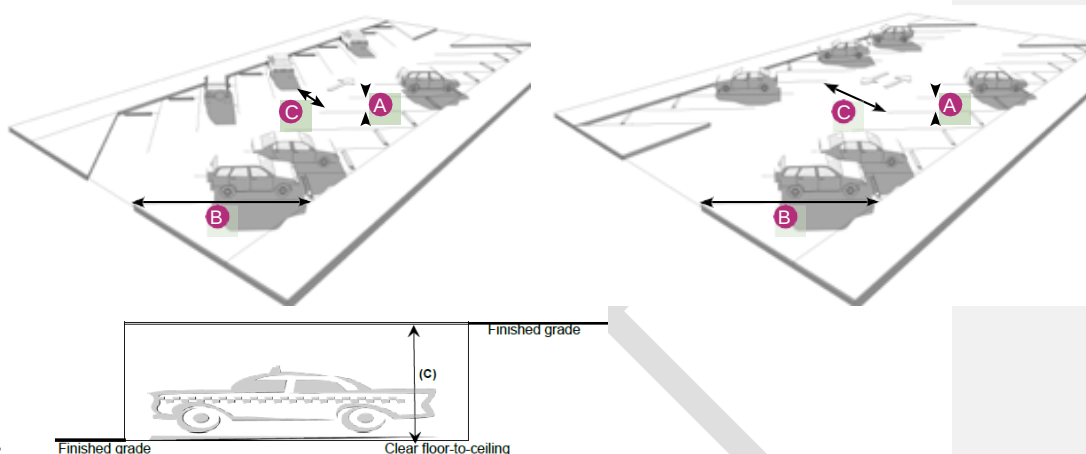


Illustration 8.1.11-A - Parking Dimensions

Sec. 8.1.12 Limitations, Location, Use of Facilities

(a) Off-Site parking facilities:

Except for single and two-family dwellings, required parking facilities may be located on another parcel of land. The off-site parking area shall be within the same zoning district as the use it serves or is in a zoning district that allows parking lots or parking garages as primary-Principal uses. Parking that serves any use located outside a residential zoning district shall not be located within a residential zoning district. ~~Off-site parking spaces shall be subject to the site plan design standards of Article 6: Part 2. The maximum parking limitations of Section 8.1.9 apply.~~ Off-site parking facilities shall be as follows:

1. Neighborhood Parking District: No more than 50% of the total required off-street parking from Table 8.1.8-1 shall be provided at a distance greater than 600 feet from the use it is intended to serve. ~~For residential uses, a minimum of 1 space per unit shall be provided on-site.~~
2. ~~Downtown and Shared Use~~ Use Parking Districts: Any off-site parking shall be provided within 1,000 feet of the use it is intended to serve unless such parking is provided as part of a Parking Management Plan pursuant to Sec. 8.1.15 approved by the DRB.
3. The distance from the off-site parking to the associated use shall be measured in walking distance along a sidewalk or other pedestrian path separated from street traffic from the nearest parking space to the principle pedestrian entrance to the building housing the use. Such off-site parking shall not reduce the required parking for any other use utilizing the property on which it is located

Commented [DEW11]: redundant

unless such shared use is approved by the development review board per Sec. 8.1.15 (b). The right to use the off-site parking to meet the minimum parking requirements of Sec. 8.1.8 must be guaranteed for the duration of the use as evidenced by a deed, ~~or~~ easement lease, or similar written instrument as approved by the City Attorney and recorded in the Burlington land records. ~~Use of off-site parking for parking spaces in excess of the minimum parking requirements of Sec. 8.1.8 may be secured by lease or similar written instrument.~~

(b) Downtown Street Level Setback:

~~In order to maintain an active streetscape, any off-street parking occupying street level frontage in the Downtown Parking District shall be setback from the front property line in order to reserve street level frontage for pedestrian-oriented uses.~~

Commented [DEW12]: Superseded by the FBC

(c) Front Yard Parking Restricted:

Required parking in all residential zoning districts shall not be located in a required front yard setback area abutting a public street, except alleys. This prohibition extends from the edge of the public right-of-way into the required front yard setback for the entire width of the property with the exception of a single access drive no more than eighteen feet (18') or less in width. The provisions of this subsection shall not be applicable during such times as when the winter parking ban pursuant to Section 20-56 of the Code of Ordinances is in effect. Where parking is provided outside the front yard setback, but either partially or entirely between the principle structure and the street, such parking shall be screened to the extent practicable from view from the public street.

Commented [DEW13]: Will be subject to its own amendment at a later time

(d) Shared Parking in Neighborhood Parking Districts:

In the event that a mix of uses occupy a single structure or parcel of land located in a Neighborhood ~~or Shared Use~~ Parking District, the total requirement for off-street parking shall be the sum for all individual uses unless it can be shown that the peak parking demands are offset and spaces can be shared (for example: retail and residential, or theater and office uses) as evidenced by a shared parking analysis utilizing current industry publications. ~~In such cases the parking required must at least meet the requirements for Shared Use Districts.~~

(e) Single Story Structures in Shared Use Districts:

In the event that a single story structure is proposed to be located in a Shared Use District, the total requirements for off-street parking shall be calculated as for a Neighborhood Parking District. This provision does not apply to single story structures existing and occupied as of the effective date of this ordinance.

(f) Joint Use of Facilities:

The required parking for two (2) or more uses, structures, or parcels may be combined in a single parking facility if it can be shown by the applicant to the satisfaction of the DRB that the use of the joint facility does not materially overlap with other dedicated parking in such facility, and provided that the proposed use is

evidenced by a ~~irrevocable~~ deed, lease, contract, reciprocal easement, or similar written instrument establishing the joint use acceptable to the city attorney.

(g) Availability of Facilities:

Required parking pursuant to this Article shall be available for parking of operable passenger vehicles used by residents, customers and employees only, and shall not be used for the storage or display of vehicles or materials. The distribution of parking spaces for any and all individual uses will be required to be arranged in such a way as to ensure optimal access and use by the patrons of such use(s).

(h) Compact Car Parking:

~~Compact parking spaces may be used in parking structures or lots. Up to fifteen (15%) percent of the total parking spaces in a parking garage may be designated for compact cars. Such spaces shall be signed or the space painted with the words "Compact Car Only."~~

Commented [DEW14]: Replaced by footnote #4 in table 8.1.11-1

Sec. 8.1.13 Parking for Disabled Persons

Parking spaces for disabled persons shall comply with current the Americans with Disabilities Act guidelines and shall be at least eight feet (8') wide with an adjacent access aisle at least five feet (5') wide. Parking access aisles shall be part of an accessible route to the building or facility entrance. Accessible parking spaces shall be designated as reserved for the disabled by a sign showing the symbol of accessibility. Painting of the paved area for the dedicated parking spaces alone shall not be sufficient as the sole means of identifying these spaces.

Sec. 8.1.14 Stacked and Tandem Parking Restrictions

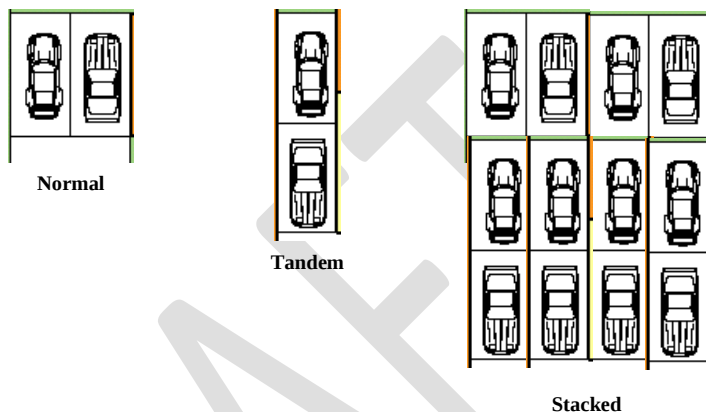
Except as otherwise provided below, all parking facilities shall be designed so that each motor vehicle may proceed to and from the parking space provided for it without the moving of any other motor vehicle. The requirements for minimum or maximum spaces continue to apply for stacked and Tandem parking.

- (a) Stacked or valet parking may be allowed if an attendant is present to move vehicles. If stacked parking is used for required parking spaces, a written guarantee must be filed with the City ensuring that an attendant will always be present when the lot is in operation. The requirements for minimum or maximum spaces continue to apply for stacked parking.

Commented [DEW15]: Note: ADU amendment removes this requirement for SF and ADU

(b) Tandem Parking ~~may~~ shall be allowed for all dwelling units (whether attached or detached). Each dwelling unit may have a pair of tandem parking spaces, however any pair of tandem parking spaces shall not serve more than one dwelling unit single family detached dwelling units, accessory apartments, duplex dwelling units, and Tandem parking shall also be allowed for dedicated employee-only parking where signed as such. In no case shall more than 4 parking spaces (2 pairs) in total be provided in tandem on any one lot.

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Sec. 8.1.15 Waivers from Parking Requirements/ Parking Management Plans

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(a) Parking Waivers

The total number of parking spaces required pursuant to this Article may be reduced to the extent that the applicant can demonstrate that the proposed development can be adequately served by a more efficient approach that more effectively satisfies the intent of this Article and the goals of the municipal development plan to reduce dependence on the single-passenger automobile.

Any waiver granted for a residential use shall not exceed fifty percent (50%) of the required number of parking spaces ~~except for the adaptive reuse of a historic building pursuant to Sec. 5.4.8 which may be waived by as much as one hundred percent (100%).~~ Any waiver granted for a non-residential use may be as much as ninety percent (90%) ~~except that a waiver for ground floor retail uses in any Form or Mixed Use district may be as much as one hundred percent (100%).~~ Waivers shall only be granted by the DRB, or by the administrative officer pursuant to the provisions of Sec. 3.2.7 (a)7.

Commented [DEW17]: Superseded by new exemption

In order to be considered for a waiver, the applicant shall submit a Parking Management Plan that specifies why the parking requirements of Sec. 8.1.8 or Sec. 8.1.9 are not applicable or appropriate for the proposed development, and proposes an alternative

that more effectively meets the intent of this Article. A Parking Management Plan shall include, but not be limited to:

- (1) A calculation of the parking spaces required pursuant to Table 8.1.8-1, and Sec. 8.1.9 regarding parking maximums where applicable.
- (2) A narrative that outlines how the proposed Parking Management Plan addresses the specific needs of the proposed development, and more effectively satisfies the intent of this Article and the goals of the Municipal Development Plan.
- (3) An analysis of the anticipated parking demand for the proposed development. Such an analysis shall include, but is not limited to:
 - i. Information specifying the proposed number of employees, customers, visitors, clients, shifts, and deliveries;
 - ii. Anticipated parking demand by time of day and/or demand by use;
 - iii. Anticipated parking utilizing shared spaces or dual use based on a shared parking analysis utilizing current industry publications;
 - iv. Availability and frequency of public transit service within a distance of 800-feet.
 - v. A reduction in vehicle ownership in connection with housing occupancy, ownership, or type; and,
 - vi. Any other information established by the administrative officer as may be necessary to understand the current and project parking demand.
- (4) Such a plan shall identify strategies that the applicant will use to reduce or manage the demand for parking into the future which may include but are not limited to:
 - i. A telecommuting program;
 - ii. Participation in a Transportation Management Association including methods to increase the use of mass transit, car pool, van pool, or non-auto modes of travel;
 - iii. Implementation of a car-share program;
 - iv. Development or use of a system using offsite parking and/or shuttles; and,
 - v. Implementation of public transit subscriptions for employees.

(5) An analysis and narrative pursuant to Sec. 8.1.9 regarding waivers of parking maximums where applicable

Prior to any approval by the DRB pursuant to this section, the means by which the Parking Management Plan will be guaranteed and enforceable over the long term, such as a contract, easement, or other means, and whether the city should be a party to the management contract or easement, shall be made acceptable to the city attorney.

(b) Shared Parking for Off-Site Use

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Onsite parking spaces may be made available for use by off-site users subject to review and approval of a Parking Management Plan by the DRB.

The A Parking Management Plan for Shared Parking for Off-Site Use must include the following:

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1. A calculation of the parking spaces required pursuant to Table 8.1.8-1 and a calculation of those parking spaces to be shared for off-site parking use.
2. Information specifying the actual onsite demand for required parking by day, time of day, and by use and also information specifying when and how much parking would be made available to off-site users.
3. A narrative that outlines how the proposed Parking Management Plan will allow for shared use of required parking spaces with off-site users; how it will enable continued availability of required parking spaces pursuant to Table 8.1.8-1 while also affording off-site parking use of those spaces.

The Parking Management Plan must demonstrate to the satisfaction of the DRB that making spaces available to off-site users does not negatively affect their ability for onsite users to park due to either:

1. There being an excess of onsite spaces beyond that necessary to satisfy the requirements of Sec. 8.1.8; and/or,
2. The spaces are to be made available during off-peak hours of the onsite and/or required users.

Parking spaces being made available to off-site users may be made available:

- Either with or without a fee;
- For transient use by the general public; and/or,
- By lease, provided the term of any lease does not exceed one (1) year.

Prior to any approval by the DRB pursuant to this section, the means by which the Parking Management Plan will be guaranteed and enforceable over the long term, such as a contract, easement, or other means, and whether the city should be a party to the management contract or easement, shall be made acceptable to the city attorney.

Sec. 8.1.16 Transportation Demand Management

(a) Purpose: This section requires the implementation of Transportation Demand Management strategies for certain projects for the purpose of advancing the goals of the City's land use and transportation plans, and promoting public health, safety, welfare, and protection of the environment by:

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- Reducing parking demand;
- Reducing vehicle miles traveled (VMT);
- Increasing transit use and non-motorized travel; and,
- Reducing car ownership

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(b) **Applicability:** Transportation Demand Management shall be required for certain development projects as follows:

- a. all projects subject to Major Impact Review pursuant to Sec. 3.5.2 (b) and located in the Multimodal Mixed Use Parking District (see Sec. 8.1.3(c)); and,
- b. All requests for a waiver from the requirements of Sec 8.1.8 Minimum Off-Street Parking Spaces or Sec 8.1.9 Maximum Off-Street Parking Spaces pursuant to Sec.8.1.15 Waivers from Parking Requirements/ Parking Management Plans

(c) **TDM Requirements:** Transportation Demand Management shall include each of the following elements:

a. Outreach and Education:

i. Designation of a Transportation Coordinator who directly or indirectly shall be responsible for each of the following:

1. Prepare and present informational and educational materials regarding available TDM strategies to all tenants and employees;
2. Organize and host an annual meeting for all tenants and employees to present and discuss available TDM strategies, and opportunities for increased use and participation;
3. Record-keeping of all TDM strategies and participation rates by offering (and parking utilization if applicable);
4. Preparation and dissemination of an annual travel survey of all tenants and employees; and,
5. Annual reporting to City of all TDM activities and rates of participation (and parking utilization if applicable) to validate continued compliance with the provisions of this Section

b. TDM Strategies: The following TDM strategies shall be made available at a minimum:

- i. A "Guaranteed Ride Home" offered to all employees;
- ii. GMT Transit passes offered to all tenants and employees at a minimum subsidy of 20% as follows:

1. Tenants and/or employees living or working outside Chittenden County must be offered a pass that includes access to inter-regional commuter routes;
2. Tenants and/or employees living and working within Chittenden County may be offered a pass that includes access to local and intra-regional as applicable; and,

iii. Where on-site parking is also made available:

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Local Commuter - \$75/mo
Local Route - \$40/mo

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1. Conduct parking utilization studies at least annually;
2. The cost of parking shall be un-bundled from all residential and non-residential leases and deeds - permanently affordable housing units are exempt;
3. Where parking spaces are made available to off-site users parking spaces may be made available by lease, provided the term of any renewable lease does not exceed one (1) year; and.
4. Priority parking spaces shall be made available for:
 - a. Handicapped spaces;
 - b. Bicycles, scooters, and motorcycles spaces;
 - c. Car-share where 1 space must be offered for every 20 residential units not to exceed 5 spaces subject to an agreement with a car-share provider; and,
 - d. Carpool and/or Vanpool vehicles where there are more than 20 parking spaces on the site available for non-residential uses. In such cases, 5 spaces or 5% of the parking spaces on site, whichever is less, must be reserved for carpool use before 9:00 AM on weekdays.

c. TDM Agreement:

- i. Commitment to ongoing implementation of the TDM requirements as set forth above;
- ii. Acknowledgement that the project has no claim to the ongoing availability of nearby on-street public parking, and that the City retains the right to charge for or remove such on-street parking at any time;
- iii. Acknowledgement that failure to maintain transportation demand management as required above is a violation of this ordinance, and understanding that, pursuant to Sec. 2.7.8 of this ordinance, no zoning permit or certificate of occupancy may be granted until any such violation has been remedied; and,
- iv. Commitment to notify any subsequent owners and tenants in writing of their obligations under this section as part of any purchase and sale and/or lease agreements.

(d) **Review and Enforcement:** The Administrative Officer shall be responsible for determining compliance with the TDM requirements set forth above, and ongoing implementation shall be included as a condition of any discretionary or administrative permit required for development subject to the conditions of this Section.

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Commented [DEW21]: A 2010 US survey found that each carshare vehicle reduced 9 to 13 personal vehicles.

There are typically 10-20 members per vehicle

Commented [DEW22]: Understanding the provider could decline the offer (for larger project in particular)

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Commented [DEW23]: Kim – OK w/ you?

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Article 8: Parking

ZA-20-04 DRAFT: December 4, 2019

Guidelines regarding compliance with these TDM requirements shall be developed and provided to applicants by the Administrative Officer.

Failure to maintain transportation demand management as required above shall be a violation of this ordinance, and pursuant to Sec. 2.7.8 of this ordinance no zoning permit or certificate of occupancy may be granted without an approved TDM plan in effect.

The remainder of this Article is unchanged:

- *Part 2 – Bicycle Parking*
- *Part 3 – Institutional Parking Plans*

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Burlington Planning Commission

149 Church Street
Burlington, VT 05401
Telephone: (802) 865-7188
(802) 865-7195 (FAX)
(802) 865-7144 (TTY)

www.burlingtonvt.gov/pz

Andy Montroll, Chair
Bruce Baker, Vice-Chair
Yves Bradley
Alexander Friend
Emily Lee
Harris Roen
Jennifer Wallace-Brodeur

Burlington Joint Planning Commission

Tuesday, December 4, 2019, 6:30 P.M.

Contois Auditorium, City Hall, 149 Church Street, Burlington, VT

Minutes

Members Present	Planning Commission: A Montroll, A Friend, H Roen, E Lee, Y Bradley, B Baker City Council: C Mason
Members Absent	Planning Commission: Y Bradley; City Council: A Roof, S Bushor
Staff Present	M Tuttle, D White, S Durmick

I. Agenda

Call to Order	Time: 6:36
Agenda	No changes to the agenda

II. Public Forum

Name	Comment	Commission Action
Amy Magyar	Consider allowing Accessory Dwelling Units (ADUs) on duplex properties, and clarify the language re: change of use. DPW needs to understand how to interpret the language so it is consistent with the intent and help the public be successful in ADU creation.	
Sandy Thibault	Came to offer CATMA as a resource and to engage around the conversation of minimum parking requirements, particularly Transportation Demand Management (TDM)	
Cheryl Campbell	Unable to change the use of a 3-car garage on property in a high-density zone due to setbacks and other regulations. Seeking an ordinance change to make renovation more feasible.	

III. Proposed CDO Amendment: ZA-20-04 Minimum Parking Requirements

Discussed proposed amendment and provided direction to staff to inform revisions to the draft		
Motion by: NA	Second by: NA	Vote: NA
Type: Discussion	Presented by: D White	
Discussion/Notes: - D White presented proposed ordinance language based on previous Committee discussions, which can be found online: https://www.burlingtonvt.gov/PZ/PC/Agendas - A Friend noted that the language in <i>Table 8.1.9-1 Maximum Off-Street Parking Requirements</i> is difficult to understand. M Tuttle responded that staff could think about how to reword the table or include examples to clarify its meaning. - C Mason asked if the numbers in <i>Table 8.1.8-1</i> are based on staff assessment of higher vs. lower demand. D White responded that the numbers originate from a Parking Manual produced by		

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the Institute of Transportation Engineers, yet are inherently inaccurate because they come from too small of a sample size. However, other than changing the requirements for the Mixed Use Multimodal district, and introducing a few new uses, there are no recommended changes to these ratios.

- E Lee inquired about proposed *Map 8.1.3-1* where there are "islands" surrounded by areas where no parking is required. D White responded that the parking districts are based on mixed-use zoning districts and frontage on major thoroughfares in *planBTV*, with small residential pockets surrounded by these districts (i.e. S. Champlain b/w King & Maple).
- A Montroll expressed concern over "current industry publications" for demonstrating shared parking because publications may not use uniform methodologies/viewpoints. B Baker noted that currently the DRB is free to make a decision on proposed sharing. C Mason asked if this is a change from current practice, and if so what is gained. D White noted the intent was to use the publication to enable staff's administrative approval of shared parking plans, but maintain the DRB process for relief. It was noted that there may need to be a reference to the DRB process to ensure that this is clear.
- H Roen asked why there are just two TDM strategies within the proposal when there are many available. D White replied that the two strategies included are required because they have the most return on investment due to the geographic location of this new parking district, but that applicants are able to utilize additional strategies if they wish.
- J Wallace-Brodeur asked if the ordinance would allow employers to continue to provide free parking to employees. B Baker noted that as written, this suggests that parking would be leased directly from the landlord. A Montroll and C Mason that ordinance should not create a relationship between the property owner and the tenants' employees, but rather allow tenant(s) (an employer) to decide how to allocate passes. Based on discussion, D White noted the clause would be eliminated from the draft ordinance.
- J Wallace-Brodeur asked an agreement would require a developer to acknowledge they have no legal claim to on-street parking spaces, since this is already true. D White responded that the intent is to ensure the applicant is fully aware that they have no legal claim to public parking and that conditions could change. B Baker expressed concern that stating this, despite the fact that it is already the law, is an argument for removing on-street parking and discourages an open and public dialogue. E Lee felt that this simply acknowledges a developer should not make assumptions about availability of public parking when planning their parking needs.

IV. Commissioner Items

Action: N/A		
Motion by: NA	Second by: NA	Vote: NA
Type:	Presented by: NA	
Discussion/Notes: • Next Joint Committee Meeting on Tuesday, December 10th at 6:30p in Contois • E Lee proposed a working session for the Planning Commission to get all of their city emails back up and running.		

V. Communications

Action: Approved the minutes and accepted the communications		
Motion by: A Friend	Second by: H Roen	Vote: Approved Unanimously
Type: Action	Presented by: A Montroll	
Approved Minutes: Joint Committee Meeting on November 12, 2019		

Wednesday, December 4, 2019

Communications Filed:

- Memo from CarShare regarding to the proposed parking reforms
- Email from Caryn Long regarding changes to parking requirements
- Email from Michael Long regarding the elimination of minimum parking requirements

VI. Adjourn

Adjournment	Time: 8:21pm	
Motion: E Lee	Second: A Friend	Vote: Approved Unanimously



Andy Montroll, Chair

Approved: January 14, 2020

Respectfully submitted by: S Durmick



Sidney Durmick, Planning Commission Secretary