



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
802.863.9094 VOICE
802.863.0466 FAX
802.863.0450 TTY
www.burlingtonvt.gov/dpw

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

M E M O R A N D U M

To: Amy Bovee, Clerks Office
From: Chapin Spencer, Director
Date: November 12, 2015
Re: Public Works Commission Agenda

Please find information below regarding the next Commission Meeting.

Date: **November 18, 2015**
Time: 6:30 – 9:00 p.m.
Place: **645 Pine St – Main Conference Room**

A G E N D A

ITEM

- 1 Call to Order – Welcome – Chair Comments
- 2 Agenda
- 3 10 Min Public Forum
- 4 5 Min Consent Agenda
 - A North Street Accessible Space Relocation
 - B Convent Square Accessible Space
 - C State of Traffic Request Backlog – Consent Agenda
 - D Additional CarShareVT Space in the Marketplace Garage

Non-Discrimination

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 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 865-7145.

- 5 30 Min Regulation of Parking of Sears Lane
 - A Communication, D. Roy
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested – Vote

- 6 30 Min Mansfield/Loomis Crosswalks
 - A Communication, D. Roy
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested – Vote

- 7 30 Min Railyard Enterprise Project
 - A Oral Communication/Presentation , CCRPC & Consultant
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested – Vote to Forward 3 Alternatives to City Council

- 8 5 Min Draft Minutes of 10-21-15 & 10-28-15

- 9 10 Min Director's Report

- 10 10 Min Commissioner Communications

- 11 Executive Session for Appeal – 132 N. Winooski Ave

- 12 **Adjournment & Next Meeting Date – December 16, 2015**



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
802.863.9094 VOICE
802.863.0466 FAX
802.863.0450 TTY
www.burlingtonvt.gov/dpw

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

MEMORANDUM

TO: PUBLIC WORKS COMMISSION
FM: CHAPIN SPENCER, DIRECTOR
DATE: NOVEMBER 12, 2015
RE: PUBLIC WORKS COMMISSION MEETING

Enclosed is the following information for the meeting on November 18, 2015 at 6:30 PM
at **645 Pine St – Main Conference Room**

1. Agenda
2. Consent Agenda
3. Regulation of Parking on Sears Lane
4. Mansfield/Loomis Crosswalks
5. Minutes of 10-21-15 & 10-28-15

Non-Discrimination

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 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 865-7145.



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
802.863.9094 VOICE
802.863.0466 FAX
802.863.0450 TTY
www.burlingtonvt.gov/dpw

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

M E M O R A N D U M

To: Amy Bovee, Clerks Office
From: Chapin Spencer, Director
Date: November 12, 2015
Re: Public Works Commission Agenda

Please find information below regarding the next Commission Meeting.

Date: **November 18, 2015**
Time: 6:30 – 9:00 p.m.
Place: **645 Pine St – Main Conference Room**

A G E N D A

ITEM

- 1 Call to Order – Welcome – Chair Comments
- 2 Agenda
- 3 10 Min Public Forum
- 4 5 Min Consent Agenda
 - A North Street Accessible Space Relocation
 - B Convent Square Accessible Space
 - C State of Traffic Request Backlog – Consent Agenda
 - D Additional CarShareVT Space in the Marketplace Garage

Non-Discrimination

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 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 865-7145.

- 5 30 Min Regulation of Parking of Sears Lane
 - A Communication, D. Roy
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested – Vote

- 6 30 Min Mansfield/Loomis Crosswalks
 - A Communication, D. Roy
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested – Vote

- 7 30 Min Railyard Enterprise Project
 - A Oral Communication/Presentation , CCRPC & Consultant
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested – Vote to Forward 3 Alternatives to City Council

- 8 5 Min Draft Minutes of 10-21-15 & 10-28-15

- 9 10 Min Director's Report

- 10 10 Min Commissioner Communications

- 11 Executive Session for Appeal – 132 N. Winooski Ave

- 12 **Adjournment & Next Meeting Date – December 16, 2015**



MEMORANDUM

November 4, 2015

TO: Public Works Commission
FROM: Damian Roy, Engineer Technician *DER*
CC: Norm Baldwin, City Engineer
RE: Accessible Space Relocation @ 194 North Street

Background:

Staff received a request from 194 North Street resident Taylor Dobbs to increase line of sight for him and his fellow tenants when exiting 194 North Street's driveway. Mr. Dobbs states that a large 1990 Ford Truck often parks in the accessible space immediately east of the driveway blocking all line of sight to oncoming traffic and vice-versa. Mr. Dobbs states that this creates a dangerous and unacceptable condition where no degree of caution by either the motorist exiting the driveway or the motorist in the roadway can effectively avoid an accident. Staff met with Holly Hammond of PLM Management who owns 194 North Street who suggested that relocating the accessible space and replacing that space with a regular parking space would decrease the likelihood of a large vehicle parking in that space and would increase line of sight. Ms. Hammond notified Mr. Dobbs and the other tenants of 194 North Street who have all supported this proposal as being an acceptable solution to Mr. Dobbs' request.

Observations:

- North Street is a two-way multi-use arterial roadway.
- 194 North Street is located on a block with unrestricted parking along the north side of the street.
- The next closest accessible space is located on North Street one hundred forty-five (145) feet to the west of the existing accessible space.
- 194 North Street is an apartment building with approx. 20 units.

Staff distributed flyers to the residents of North Street between Elmwood Avenue and LaFountain Street inviting residents to support or oppose relocating the accessible space to the northwest corner space on North Street just west of Elmwood Ave. **Staff received no negative feedback on this proposal by the November 6th deadline.** The owner of the 1990 Ford truck responded to staff's flyer via phone call to say that he is supportive of relocating the accessible space to the corner of North Street and Elmwood Ave.

The currently unrestricted parking space meets all PROWAG standards having a clear side space for side deployed ramps and a clear rear space for rear deployed ramps. Being a corner space on the north side of the street facing west, a rear deployed ramp would allow easy access to the sidewalk ramp. *See attached drawing showing the proposed location.*

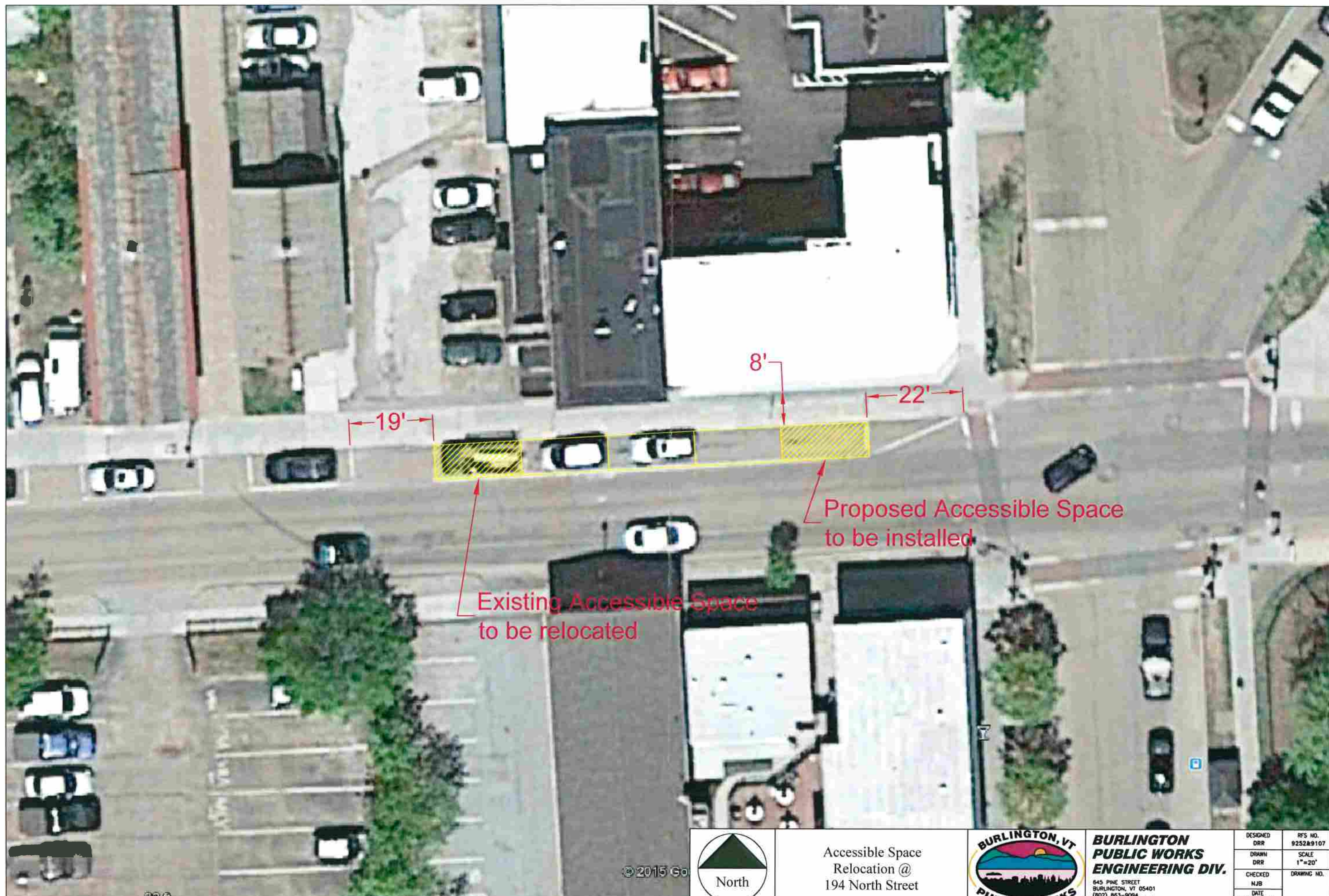
Conclusions:

Relocating the accessible space from its current location to the aforementioned corner parking space will improve accessibility to the sidewalk network for the disabled community and will increase the likelihood of a smaller vehicle parking in the existing space which will increase sight distances for residents exiting 194 North Street's parking lot.

Recommendations:

Staff recommends that the Commission adopt:

- The relocation of the existing accessible space in front of 194 North Street to the first space west of the North Street Elmwood Ave intersection on North Street.



Accessible Space
Relocation @
194 North Street



**BURLINGTON
PUBLIC WORKS
ENGINEERING DIV.**

645 PINE STREET
BURLINGTON, VT 05401
(802) 863-0094

DESIGNED DRR	RFS NO. 9252&9107
DRAWN DRR	SCALE 1"=20'
CHECKED HJB	DRAWING NO.
DATE	



MEMORANDUM

October 23, 2015

TO: Public Works Commission

FROM: Damian Roy, Engineer Technician *DRR*

CC: Norm Baldwin, City Engineer

RE: Relocated Accessible Space @ 45 Convent Square

Background:

In February 2015, staff received a request from Sara Giannoni on behalf of Roland Graves of 17 Convent Square to remove the existing accessible space in front of his house. Staff contacted the residents of Convent Sq. asking if any other residents are in need of the accessible space. Melissa Roberts of 45 Convent Sq. responded to staff stating that her husband is disabled and would like the accessible space placed in front of their house. Staff verified with Burlington Police that Ms. Roberts' husband Stanley J. Sordiff Jr of 45 Convent Square matches the Disabled Placard ID # P82011 Ms. Roberts provided. Staff then identified the space immediately south of the existing bumpout as the location to install the accessible space. This removal/relocation request was presented to and adopted by the May 2015 Public Works Commission. Afterward, it was determined that the once perceived parking space was actually 45 Convent Square's driveway curb cut. The newly identified gravel driveway had grass growing in it and a picnic table centered in the driveway and was initially not perceived as a driveway by staff. This oversight necessitates that the location of this accessible space be reevaluated and presented again to the Commission

Observations:

Convent Square is a short local residential street with traffic calming elements including a bumpout located directly in front of 45 Convent Square. Staff identified the next closest space to 45 Convent Square to be on the south side of 16 Washington Street's driveway on Convent Square. *See attached drawing showing the bumpout along with staff's initial and newly*

recommended accessible space location. Staff contacted Michael Day of 16 Washington Street if he would have any issue with the accessible space being installed at this location to which Mr. Day replies that he has no issue with the accessible space being installed in that location. Public outreach was conducted during staff's first evaluation of this request and because this change in location does not change the amount of available parking on Convent Square staff did not re-engage the residents of Convent Square for installing the accessible space at this new location.

Conclusions:

Mr. Sordiff is a registered disable resident of 45 Convent Square and staff recommends installing an accessible space as close to Mr. Sordiff's residence as possible. The parking space staff identified starts forty-three (43) feet north of Washington Street and extends twenty (20) feet north.

Recommendations:

Staff recommends that the Commission adopt:

- The installation of an Accessible Space on Convent Square beginning forty-three (43) feet north of Washington Street and extending twenty (20) feet north.



Space Staff originally intended as 45 Convent Square's Accessible Space. Not a valid on-street parking space.

Space Staff is now recommending as an accessible space.

45 Convent Sq.

16 Washington St.

© 2015 Google



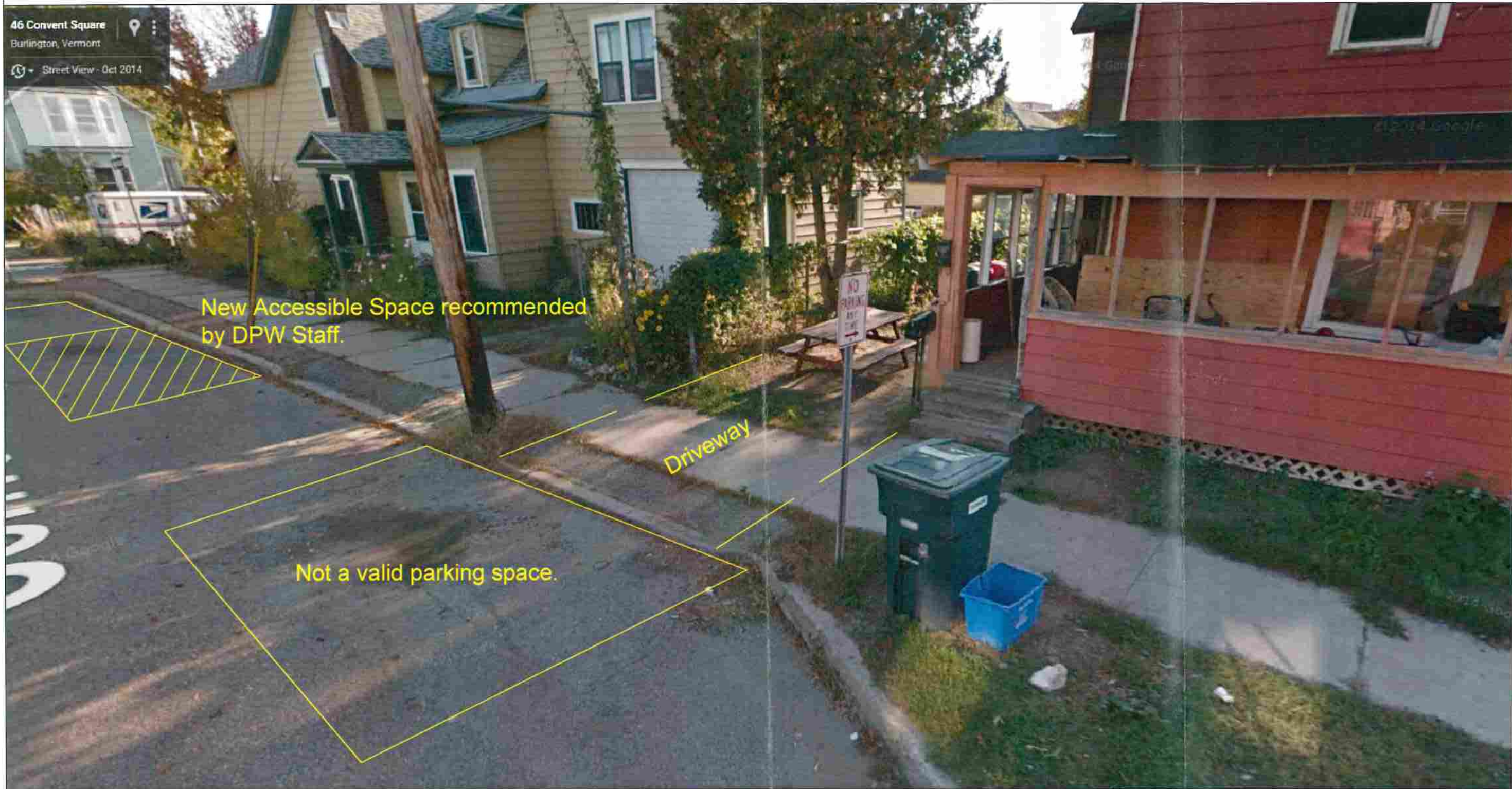
45 Convent Square
Accessible Space
Burlington, VT



**BURLINGTON
PUBLIC WORKS
ENGINEERING DIV.**

645 PINE STREET
BURLINGTON, VT 05401

DESIGNED DRR	RFS NO. 6069
DRAWN DRR	SCALE 1"=20'
CHECKED HJB	DRAWING NO.



45 Convent Square
Accessible Space
Burlington, VT



**BURLINGTON
PUBLIC WORKS
ENGINEERING DIV.**
645 PINE STREET
BURLINGTON, VT 05401

DESIGNED DRR	RTS NO. 6069
DRAWN DRR	SCALE NTS
CHECKED NJB	DRAWING NO.



MEMORANDUM

May 6th, 2015

TO: Public Works Commission

FROM: Damian Roy, Engineer Technician

CC: Norm Baldwin, City Engineer

RE: Accessible Space Removal @ 17 Convent Square

Background:

Staff received an email from resident and Old North End Representative Sara Giannoni who on behalf of resident Roland Graves, is requesting the removal of an accessible parking space sign in front of 17 Convent Square. The accessible space was used by Mr. Graves' father who has since passed and this space is no longer necessary.

Observations:

Staff has distributed flyers to the residents of Convent Square asking whether or not there are any residents who may need to use the accessible space. These residents were given until Friday May 15th to respond stating their need and providing their Accessible Parking Permit Number. Staff received an email from Melissa Roberts of 45 Convent Square requesting that the accessible space be relocated in front of her house. Ms. Roberts states that her husband is disabled and would like to use the space. Mr. Roberts' disabled placard number is P82011. This number has been verified to belong to Mr. Roberts of 45 Convent Square by the Burlington Police Department.

Conclusions:

Staff has concluded that Mr. Roberts of 45 Convent Square is in need of the accessible parking space currently in front of 17 Convent Square. This accessible space should be relocated to 45 Convent Square.

Recommendations:

Staff recommends that the Commission adopt:

- The removal of the Accessible Space in front of 17 Convent Square.
- The installation of an Accessible Space in front of 45 Convent Square.

STATE OF TRAFFIC RFS BACKLOG

11/12/2015
DRR

A = TRAFFIC REQUESTS IN SYSTEM ON OCTOBER 21ST = 96

B = NEW TRAFFIC REQUESTS SINCE OCTOBER 21ST = 6

C = TRAFFIC REQUESTS TO BE PRESENTED ON NOVEMBER 18TH = 5

D = EXPECTED BALANCE OF RFS AS OF November 18th = A + B - C = 97*

RFS BREAKDOWN BY TYPE**

Accessible Space:	8
Resident Only Parking:	10
Crosswalks:	16
Driveway Encroachments:	14
Signage:	18
Loading Zone:	1
Area/Intersection Study:	6
Parking Prohibition:	12
Bus Stop:	2
Geometric Issues:	4
Parking Meters:	1
Other:	5
TOTAL:	97

*This number reflects the formula above, however this does not accurately portray the Backlog as some commission items affect two or more RFSs and past RFSs that have been decided on but haven't been installed are not reflected.

**This list was updated 10/19/15 and accurately reflects what is currently in the system.



MEMORANDUM

November 9, 2015

TO: Public Works Commission
FROM: Damian Roy, Engineer Technician *DR*
CC: Norman Baldwin, City Engineer
RE: Additional Carshare Space in the Marketplace Garage

Background:

Staff received a request from Annie Bourdon, Executive Director of Carshare Vermont, requesting the installation of one additional carshare space in the Marketplace Garage.

Observations:

The following data was provided to staff by Ms. Bourdon:

- The vehicle presiding in the existing CarshareVT space in the Marketplace Garage has been utilized by residents an average of 9 hours each day for the last 12 months resulting in availability issues for CarshareVT members.
- Usage exceeding 7 or 8 hours a day means that the demand exceeds capacity.
- There are over 60 members within a quarter mile radius of the Marketplace Garage while metrics indicate that a vehicle is successful with just 40 active members within the same radius.
- The existing vehicle at this location attracts members from greater distances than is typical due to this locations proximity to the Cherry Street transit center and many downtown employers.
- According to our current 2015 Member Survey, 45% of our members shed and/or opted not to purchase a vehicle since joining CarShare Vermont (CarShare Vermont was the determining factor). An additional 20% of members reported joining CarShare Vermont because they could not afford to buy a vehicle but needed one.
- 87% of our members belong to zero and one-vehicle households; they primarily get around on foot, by bike, and bus, NOT driving.
- Our members drive 1.8 million fewer miles annually than they did before joining.

11/12/15

- For every vehicle we place on the road, 15 are removed.

Conclusion:

According to CarShareVT's data, demand for the existing vehicle in the Marketplace Garage has exceeded capacity and an addition space is required to meet this growing demand. Due to the many benefits to residents and to the city that CarShareVt's service provides, Staff recommends installing one additional CarShareVT parking space adjacent to the existing space in the Marketplace Garage.

Recommendation:

Staff recommends that the commission adopt:

- The installation of one addition CarShareVt parking space adjacent to the existing CarShareVT space in the Marketplace Garage.

Damian Roy

From: Annie Bourdon <annie@carsharevt.org>
Sent: Thursday, November 05, 2015 2:45 PM
To: Damian Roy
Cc: Chapin Spencer
Subject: Re: Marketplace CarshareVT space

Hi, Damian.

Thank you for following up, and for expediting our request to get on the November agenda.

Please see below for brief answers to your questions in blue.

On Tue, Nov 3, 2015 at 7:04 PM, Damian Roy <droy@burlingtonvt.gov> wrote:

Annie,

I've followed your emails with Chapin and would like to try and get this request onto the November Commission agenda if possible. To help frame the conversation, can you provide the following information:

1. CarshareVt's process in selecting this location?

We selected this particular location because we already have one vehicle parked there and it has consistently been our most used. Our existing vehicle, Beezus, has been used an average of 9 hours per day for the past 12 months. This level of usage results in availability issues. Typically usage that exceeds 7 or 8 hours per day means that demand exceeds capacity.

Currently, we have 60 *active* members (members who use a vehicle at least once per month) who live within a quarter-mile of the pod location. In comparison, we generally think a vehicle is (or will be) successful with just 40 active members close by. It's important to note, Beezus attracts users from greater distances (beyond the quarter-mile radius) because of the central location of the garage and its proximity to the Cherry St. transit center and many downtown employers.

2. How long does CarshareVT anticipate needing this space?

Forever. Just kidding. That said, we've actually never thought about an expiration date for a particular pod location, especially if the vehicle(s) is well utilized. Our hope is that for however long CarShare Vermont operates, we will always have sufficient demand for our service downtown to justify the need for this space (and potentially others).

3. Do you have any metrics showing how many drivers utilize a single vehicle? If we can show that installing one additional Carshare space gets X number of vehicles off the streets that would be very helpful.

Yes, see above. Other important stats to keep in mind:

- According to our current 2015 Member Survey, 45% of our members shed and/or opted not to purchase a vehicle since joining CarShare Vermont (CarShare Vermont was the determining factor). An additional 20% of members reported joining CarShare Vermont because they could not afford to buy a vehicle but needed one.
- 87% of our members belong to zero and one-vehicle households; they primarily get around on foot, by bike, and bus, NOT driving.
- Our members drive 1.8 million fewer miles annually than they did before joining.
- For every vehicle we place on the road, 15 are removed.

I agree that expediting this process is a goal for all of us, after we do a few of these it will get smoother.

Thank you. We look forward to working together to make this possible.

Best,

Damian

Damian Roy, Engineering Technician

Burlington Public Works Department

645 Pine St. Burlington VT 05401

Desk: 802.865.5832

Cell: 802.598.8356

Email: droy@burlingtonvt.gov

Web: www.burlingtonvt.gov/dpw

--

Annie Bourdon
Executive Director
CarShare Vermont



MEMORANDUM

November 12, 2015

TO: Public Works Commission

FROM: Damian Roy, DPW Engineer Technician *DIR*

CC: Norman Baldwin, City Engineer

RE: The Regulation of Parking on Sears Lane

Background:

The Public Works Department received a request from Martin Courcelle of Champlain Consulting Engineers (CCE) on behalf of Cresta Cooper Nedde LLC to install unrestricted parking along the north side of Sears Lane on February 27th 2015. This request is in conjunction with the redevelopment of the former Burlington Food Service building located at 747 Pine Street. The building will be renovated and converted to offices and commercial space. The wastewater permit allows up to one hundred twenty (120) employees for the renovated building. There are eighty-six (86) on-site parking spaces accounted for in the designed with loading docks and overhead doors for delivery services. Mr. Courcelle states that the request to install unrestricted on-street parking on the north side of Sears Lane is to provide additional parking for this building and nearby businesses. Tenants were set to occupy the renovated building in September 2015.

This request was presented at the September 2015 Public Works Commission where after extensive deliberation between the Commissioners, the public, staff, and the requestor, it was decided to restrict parking on the north and south sides of Sears Lane to preserve pedestrian safety. Given the petitioner did not feel there was adequate opportunity for them to be heard by the commission and to represent their request, and given the confusion created by staff misrepresenting the existing ordinance – or lack there of – on Sears Lane, staff has agreed to have this item heard at the November Commission meeting.

Staff has been tasked with developing a solution that will protect pedestrians while accommodating the needs of the newly established uses at 747 Pine Street.

NB 11/12/15

Observations:

Sears Lane is a thirty (30) foot wide local commercial street with no weight restrictions. Currently there is no parking allowed on either side. The redevelopment of 747 Sears Lane included three hundred (300) feet of new accepted sidewalk on the north side of the street to serve pedestrians. Given Sears Lane's overall pavement width, installing unrestricted parking on the north side will leave twenty-two (22) feet of travel lane for eastbound and westbound traffic resulting in two eleven (11) foot lanes. Sears Lane runs east to west off of Pine Street and turns abruptly northward on the western end where the roadway narrows during the turn. This northward turn leads into the BCDC parcel that serves as an access point to the Gilbane Parking Lot that serves as vehicle storage for a local car dealership. The local car dealership frequently uses Sears Lane as a route to shuttle vehicles from the lot to their dealership and to accept tractor trailer delivery of vehicles. In addition there is a pedestrian railroad crossing as the street makes its northern turn connecting the Lakeside Community to Sears Lane. Many children and residents from the Lakeside Community use this crossing to access Sears Lane on their way to Champlain Elementary School. This makes Sears Lane a multi-use through way used by a vulnerable population with approx. six hundred fifty (650) feet of roadway without any sidewalk or delineation to keep school kids out of the travel lanes.

DPW has developed an interim solution that will provide a clear and visible pedestrian path along the north side of Sears Lane while also providing physical protection for children from traffic. This path will be separated from traffic by concrete jersey barriers. Jersey barriers are two (2) feet wide and will be placed six (6) feet off the edge of pavement. This will provide a six (6) foot protected walkway for pedestrian, is wide enough to allow for snow removal similar to other sidewalks in the city, and leaves two eleven (11) foot lanes for vehicular traffic. This walkway will be connected to the pedestrian railroad crossing along the western end of Sears Lane by a signed and striped crosswalk and extend east six hundred fifty (650) feet until it connects to the existing sidewalk via crosswalk striping. *See attached drawing showing this design.*

Staff estimates the cost and installation of these jersey barriers to be between \$10,000 and \$20,000 depending on the type of jersey barrier selected. Another option is to use 2'x2'x6' Waste Blocks; these would provide less physical protection but have a purchase, delivery, and installation cost of only \$5000. *See staff's estimate attached.*

Conclusions:

Sears Lane has sufficient width to support parking on one side but does not have sufficient width to support parking and pedestrian use at the same time. Sears Lane acts as a primary route for school-age pedestrians commuting from Lakeside and Harbor Watch neighborhoods to the Champlain Elementary School. Safe pedestrian access along Sears Lane must be adequately addressed before parking can be considered. Installing jersey barriers or waste blocks along the north side of the street connecting the pedestrian railroad crossing to the existing sidewalks on the eastern end of the street will provide protection to pedestrians from

large truck traffic which is anticipated to increase in the future. After their use on Sears Lane is complete, the jersey barriers or waste blocks may be used on other city projects or be sold.

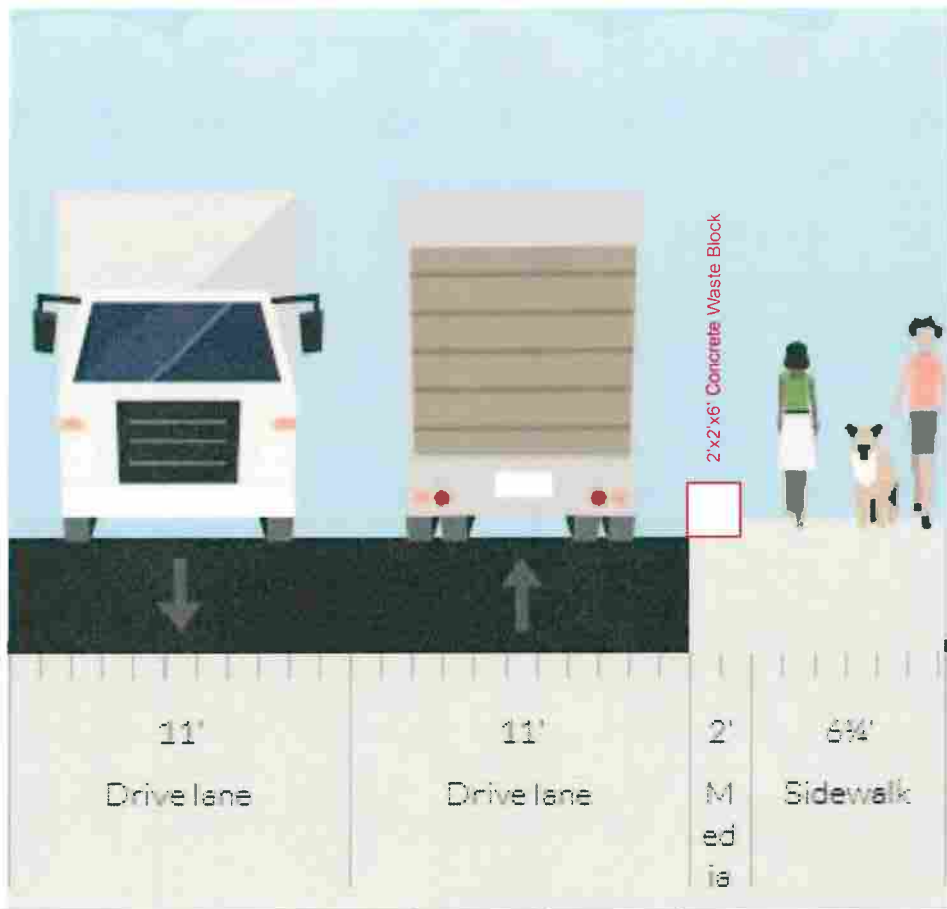
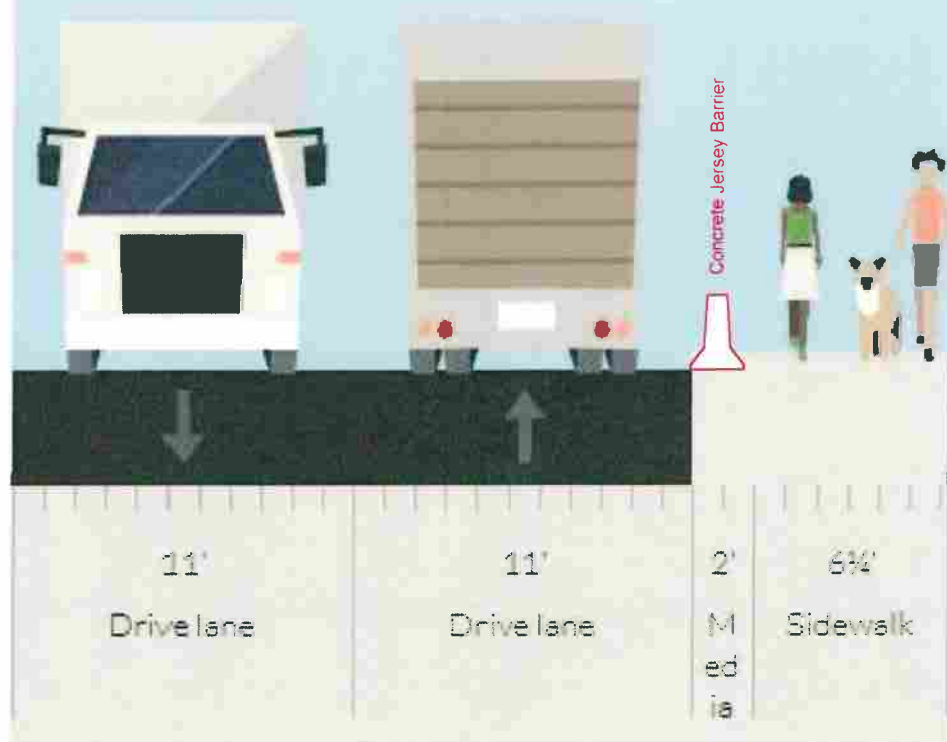
Installing this protected pedestrian path connecting to the sidewalk on the north side will allow for parking to be installed along the north side of Sears Lane adjacent to the sidewalk.

Recommendations:

Staff recommends that the Commission adopt:

- The installation of a protected pedestrian path as described above using either jersey barriers or waste blocks.
- The installation of parking along the north side of Sears Lane adjacent to the sidewalk.
- The installation of a crosswalk with crosswalk signs connecting the pedestrian railroad crossing to the protected pedestrian walkway.
- The installation of a warning signs north and east of the Sears Lane bend warning motorists of the crosswalk and a narrowed roadway.

SEARS LANE



Sears Lane
Protected Pedestrian Path
Conceptual Design



**BURLINGTON
PUBLIC WORKS
ENGINEERING DIV.**

645 PINE STREET
BURLINGTON, VT 05401

DESIGNED
DRR

RFS NO.
6284

DRAWN
DRR

SCALE
NTS

CHECKED
NJB

DRAWING NO.

ars Lane Jersey Barrier Estimate

645 feet of barrier needed with 8 foot spacing

<u>Item</u>	<u>Unit Cost</u>	<u>Estimated Cost</u>	<u>Source</u>	<u>Notes</u>
Concrete Jersey Barriers	\$437.75/ea	\$17,160	SD Ireland	Brand New Crane Truck can deliver and place 8 at a time, costs \$140/hr 36 barriers would take 5 trips. Loading, travel, unloading estimated at 2 hours per load = \$1400
Concrete Jersey Barriers	\$250.00/ea	\$10,400	SD Ireland	Used. Can be in rough shape. Would require visual verification from DPW.
Concrete Jersey Barriers	\$578.00/ea	\$20,194	SD Ireland	Brand New FHW standard (more robust). 33 required Deliver/placement costs = \$1120
2'x6' Waste Block	\$50/ea	\$3,380	Harrison Concrete	Waste concrete blocks with tongue-n-groove and lifting hooks. Truck and Crane runs \$135/hr, 2 hour trip carrying 12 per load, 46 blocks require = \$1080
Concrete Median Barriers	\$110/LF	\$47,000	VTRANS 5-year Average Cost	From website, no mobilization estimates
mp Traffic Barriers	\$13.68/LF	\$5,882	VTRANS 5-year Average Cost	From website, no mobilization estimates

Damian Roy

From: jamespvos@gmail.com
Sent: Friday, November 06, 2015 1:42 PM
To: Damian Roy
Cc: Joan Shannon; Chip Mason
Subject: Parking on Sears Lane

Dear Mr Roy and the Public Works Commission:

I agree with the DPW Staff concerns about allowing parking along the northern side of Sears Lane, where there is no sidewalk. I am a resident of Lakeside and resident children's safety would be especially put at risk. Children walk Sears Lane to get to Champlain Elementary School. So I am not in favor of allowing the parking in that specific area. Thank you

James Vos
42 Conger Ave., apt. 6

Cc: Joan Shannon, Chip Mason

Sent from my iPhone

Damian Roy

From: Heather Chernyshov <gatorhusky90@gmail.com>
Sent: Friday, November 06, 2015 2:04 PM
To: Damian Roy
Subject: Sears Lane

Damian,

I walk Sears lane each weekday morning with my kids to Champlain and will be attending that school with future kids for the next 10 years!

It's a matter of safety and juggling reality as I use a sharp tone each morning to "stay to the right" with traffic coming quickly and dodging the pot holes on the West end of Sears lane.

With the new black top, cars are flying to avoid the bagel place construction and its become a short "free way" for buses to dodge kids in the a.m.

Having cars parked on the North end will only add to the chaos! The sidewalk on the North end is basically useless-better fit on the South End so pedestrians won't have to cross the street to get to the sidewalk like they do now (cross again to walk South on Pine street).

IF a sidewalk were added THE ENTIRE length of Sears lane, both sides then it would be safer for cars to park on ONE side (NOT BOTH).

A mamma bear,
Heather Chernyshov
87 Central Ave
boy age 6, girl age 3

Damian Roy

From: Jon Kirby <kirbyj@comcast.net>
Sent: Friday, November 06, 2015 6:22 PM
To: Damian Roy
Subject: Sears lane

Hi Damian,

I live on Harrison Avenue, at the end near Sears Lane. I have some major concerns with allowing parking on Sears Lane. One, the lack of a sidewalk on either side for the entire length of the road. Two, the street is much too narrow to allow for parking and two lanes of traffic. I have lived here for many years and have seen an ever increasing amount of traffic using this road. If there is to be an increase in use due to added business, a very good thing, then there should be a plan to upgrade the entire road to make it safe for all. I would suggest that if they want on street parking that they should have to bear some of the burden of upgrades. Not just limited to parking, also possibly widening the road.

Thank you for the notification and the opportunity for comment.

Jon Kirby
802-922-0591
85 Harrison Avenue
Burlington, VT 05401

Damian Roy

From: kittywade1336@gmail.com
Sent: Friday, November 06, 2015 6:27 PM
To: Damian Roy
Subject: Sears Lane Parking

Dear Damian,

We got your flyer. My family is opposed to the installation of additional parking along Sears Lane until sidewalks are installed along the entire street. Our preference is a sidewalk along the south side of the street as that is the more direct route to school. I worry about more traffic on Sears Lane without the proper measures taken for pedestrians.

Thank you,

Kitty Bartlett
80 Central Ave. Burlington
802-862-4579

Sent from my iPhone

Damian Roy

From: rich brandt <rbrandt6@hotmail.com>
Sent: Saturday, November 07, 2015 9:09 AM
To: Damian Roy
Subject: Sears lane parking spaces

Hi Damien Roy,

We live in Lake Side, which is just across the traintracks from Sears Lane and walk and bike frequently on Sears lane along with many others we know who live here in the neighborhood. We all understand that changes are coming to the area and that business development can make the area more vibrant, interesting and create economic benefits. Having said that, we would prefer that there is no parking on the North side of Sears Lane, mainly because of the number of people who like to walk on Sears Lane for exercise or to access Pine Street. Also there are more and more families with small children in the neighborhood of Lakeside and many if not all of the kids will be walking to Champlain Elementary School (accompanied with parents) by way of Sears Lane.

As a result we feel keeping the North side of Pine Street free of cars would create a safer pedestrian walkway for the public due to less traffic and better visibility without adversely affecting any new businesses as customer parking could be concentrated in the parking lots near the businesses.

Thank you,

Rich Brandt
49 Central Ave
Burlington, VT 05401

Damian Roy

From: Rick Levinson <rick@rlphoto.com>
Sent: Sunday, November 08, 2015 12:09 PM
To: Damian Roy
Subject: Re: Parking on Sears Lane

Hello Damian,

I received your note regarding their continued request to allow parking. Unless I'm missing something, do they have any reasons for an appeal? If not, does this situation again require our presence and time since the outcome should be no different if no new facts are presented?

I and all my neighboring businesses continue to oppose this request. The sidewalk they installed was for their tenants to safely pass from the front to the back of their building as they too find walking in the street unsafe. Had it been intended to create parking they'd have included that change of use request in their original development plans. Until a sidewalk and bike path run the complete length of Sears Lane, people will continue to use the street as a thoroughfare from the bike path/neighborhood to Champlain Elementary and local businesses. Allowing cars to park in the road combined with the already increased car and semi traffic from dealerships parking back there, will inevitably lead to increased safety issues in an already unsafe situation. I get that the city is at a stand still on investing in Sears Lane until the extension situation is resolved, as is made evident by the recent partial paving of the street. In light of that, it seems any request for additional use of the street should also be on hold until it's final use is resolved.

Sincerely -Rick Levinson

RICK LEVINSON
RLPHOTO, INC.
27 SEARS LANE
BURLINGTON, VT 05401
studio 802.540.3081
mobile 802.238.2323
rlphoto.com
ricklevinsonphoto.com

On Oct 1, 2015, at 3:52 PM, Damian Roy <droy@burlingtonvt.gov> wrote:

Thanks Rick! I appreciate the compliment.

Damian Roy, Engineering Technician
Burlington Public Works Department
645 Pine St. Burlington VT 05401
Desk: 802.865.5832
Cell: 802.598.8356
Email: droy@burlingtonvt.gov
Web: www.burlingtonvt.gov/dpw

From: Rick Levinson [<mailto:rick@rlphoto.com>]
Sent: Thursday, October 01, 2015 3:50 PM
To: Damian Roy
Cc: brmdesign2010@gmail.com
Subject: Re: Parking on Sears Lane

Thanks Damian. I'd also like to note that your incredibly fast responses throughout this process have been very impressive and greatly appreciated. You should be hailed as a model of efficiency for the rest of Public, City and State Works.

All the best -R

RICK LEVINSON
RLPHOTO, INC.
27 SEARS LANE
BURLINGTON, VT 05401
studio 802.540.3081
mobile 802.238.2323
rlphoto.com
ricklevinsonphoto.com

On Oct 1, 2015, at 3:42 PM, Damian Roy <droy@burlingtonvt.gov> wrote:

Hi Rick,

I'm am glad that you agree with the outcome. The parking restriction will be in effect on Wednesday October 14th 2015. The street will have signage stating that there is no parking at any time on each side of Sears Lane.

Best,
Damian

Damian Roy, Engineering Technician
Burlington Public Works Department
645 Pine St. Burlington VT 05401
Desk: 802.865.5832
Cell: 802.598.8356
Email: droy@burlingtonvt.gov
Web: www.burlingtonvt.gov/dpw

From: Rick Levinson [<mailto:rick@rlphoto.com>]
Sent: Thursday, October 01, 2015 3:39 PM
To: Damian Roy
Cc: brmdesign2010@gmail.com
Subject: Re: Parking on Sears Lane

Hi Damian,

I was pleased to hear the outcome of the meeting. Hopefully it will indeed further motivate conversation regarding a sidewalk and bike lane down the length of

Sears Lane. When do the no parking regulations go into effect? As their lots are all now paved and finished and tenants are moving into the building, it would be great if it would be clear from the start of occupancy that parking is not allowed along the street. Will there be signage posted to that effect?

Thanks -Rick

RICK LEVINSON
RLPHOTO, INC.
27 SEARS LANE
BURLINGTON, VT 05401
studio 802.540.3081
mobile 802.238.2323
rlphoto.com
ricklevinsonphoto.com

On Sep 11, 2015, at 12:08 PM, Damian Roy
<droy@burlingtonvt.gov> wrote:

All,

If you do not agree with DPW staff's recommendation then I strongly encourage you to attend Wednesday's meeting. There will be a chance for members in the public to speak directly to the Commission during the Public Forum *and* during the Sears Lane discussion. The Commission will take all input into consideration before making a decision.

Damian Roy, Engineering Technician
Burlington Public Works Department
645 Pine St. Burlington VT 05401
Desk: 802.865.5832
Cell: 802.598.8356
Email: droy@burlingtonvt.gov
Web: www.burlingtonvt.gov/dpw

From: Rick Levinson [<mailto:rick@rlphoto.com>]
Sent: Friday, September 11, 2015 12:02 PM
To: Damian Roy
Cc: brmdesign2010@gmail.com; bruce@brmdesign.com; Greers Professional Fabricare
Subject: Re: Parking on Sears Lane

Hi Damian,

It is my opinion that your staff does not appreciate the difficulty we have turning on and off our street with cars parked there. Do I really need to attend this meeting to make that clear?

Best -R

RICK LEVINSON
RLPHOTO, INC.
27 SEARS LANE
BURLINGTON, VT 05401
studio 802.540.3081
mobile 802.238.2323
rlphoto.com
ricklevinsonphoto.com

On Sep 11, 2015, at 11:51 AM, Damian Roy
<droy@burlingtonvt.gov> wrote:

Dear Sears Lane Businesses and Residents.

This email is to inform you that the Department of Public Works has evaluated and will be presenting the request to install on-street parking on Sears Lane to the Public Works Commission on **Wednesday, September 16th 2015 at 645 Pine Street in the front conference room starting at 6:30 pm.** This meeting is open to the public and you are encouraged to attend but it is not required.

I have attached this meeting's agenda and packet so that you may review this request. Staff is recommending to the Commission that they adopt unrestricted parking on the north side of Sears Lane only where new sidewalk has been installed. Feel free to contact me with any questions.

Best,
Damian Roy

Damian Roy, Engineering Technician
Burlington Public Works Department
645 Pine St. Burlington VT 05401
Desk: 802.865.5832
Cell: 802.598.8356
Email: droy@burlingtonvt.gov
Web: www.burlingtonvt.gov/dpw

<September 16, 2015.pdf>

Damian Roy

From: Greers Professional Fabricare <dan@greersdrycleaning.com>
Sent: Monday, November 09, 2015 8:48 AM
To: Damian Roy
Subject: Sears Lane Parking

November 9, 2015

Greers Professional Fabricare
27 Sears Lane
Burlington, VT 05401

Burlington Public Works Department
645 Pine St.
Burlington, VT 05401

Dear Mr. Roy,

Please accept this letter as our official opposition to the proposed off street parking along Sears Lane. Our staff feels that such action would not only be unsafe for pedestrians walking along Sears Lane, but also dangerous and inconvenient to our employees and customers, as the road is very narrow for two vehicles at a time in pleasant weather let alone when weather conditions are bad (i.e. snow piles, ice, etc.).

While we certainly encourage growth and business in the Pine St. area, we will not encourage it at the expense of our neighbors, customers and staff members.

Sincerely,

Dan Poplawski
General Manager

Greers Professional Fabricare
27 Sears Ln, Burlington, VT 05401
802 862-3707
dan@greersdrycleaning.com

Damian Roy

From: John Caulo <john.caulo@gmail.com>
Sent: Monday, November 09, 2015 9:54 AM
To: Damian Roy
Subject: On Street Parking on Sears Lane

Per your request, I support the installatin of parking along the north side of Sears Lane. Thanks.

--

John Caulo
61 Central Avenue
Burlington, VT 05401
Mobile: 802/233-6640
john.caulo@gmail.com



MEMORANDUM

November 5, 2015

TO: Public Works Commission

FROM: Damian Roy, DPW Engineer Technician *DRR*

CC: Norman Baldwin, City Engineer

RE: Crosswalk Improvements on Mansfield Avenue

Background:

The Department of Public Works (DPW) evaluated a request from Mansfield Ave resident Jim Langan to install 3-way stop control at the intersection of Mansfield and Loomis; this request was presented to the Public Works Commission (PWC) on October 21st 2015 where staff recommended not installing 3-way stop control. During the evaluation process staff collected numerous correspondence from the public most of which state that there is a speeding condition on Mansfield Ave posing a direct threat to pedestrians – particularly children – who wish to cross Mansfield Ave from the neighborhoods to the west to access the Mater Christi School and playground. This was echoed during the Commission meeting by Mr. Langan, Mr. Ethan Platt, Mr. Rob Chandler, and Mr. Kevin Macy.

At the conclusion of staff's presentation these facts were acknowledged:

- MUTCD Criteria for Multi-way Stop Control are not met
 - Traffic volumes for the Mansfield/Loomis intersection do not support 3-way Stop Control.
 - No accident history within the last two years at this intersection.
- Pedestrians traveling in a north/south direction crossing the intersection are challenged by vehicles exiting Mansfield onto Loomis Street given the crosswalk setback from the intersection.
- The north/south crosswalk on Loomis Street is positioned 25 feet back from the street forcing eastbound traffic on Loomis to block the crosswalk to check sight lines and enter the intersection.

NB 11/12/15

- The Mater Christi School located on the north side of Mansfield Avenue serves as a destination for school age children seeking to attend school and make use of the playground.
- It has been explained to staff that the preferred and most direct route for school children is to cross at the Mansfield /Loomis intersection as opposed to the established midblock crosswalk in front of Mater Christi.

Observations:

See the October Mansfield/Loomis Intersection packet for staff's initial evaluation.

Conclusions:

From conversations with residents of Mansfield and Loomis and from Jim Langan's comments at the October Commission meeting, staff has an improved understanding of resident's desire for stop signs at the Mansfield/Loomis intersection. Given that installing stop signs on Mansfield is not recommended, staff has been tasked by the Commission to develop design solutions to increase pedestrian safety for children at the Mansfield/Loomis intersection and at the Mater Christi midblock crosswalk.

Recommended improvements to the Mansfield/Loomis intersection:

- Install bumpouts on Mansfield Ave immediately north and south of the intersection. These bumpouts will protrude 8 feet into Mansfield Avenue and 8 feet onto Loomis Street on the south side. These bumpouts will calm traffic and shorten the crossing distances.
- Install a new crosswalk in line with the existing sidewalk on the north side of Loomis Street extending across Mansfield Ave.
- Install new sidewalk on the east side of Mansfield Ave connecting the new crosswalk to the existing sidewalk network.
- Eliminate two parking spaces immediately north and south of the intersection. This will increase sight distances to meet AASHTO standards for drivers at the existing stop bar on Loomis Street.
- Install the appropriate crosswalk signage for both crosswalks north and south of the intersection.

Recommended improvements to the Mater Christi School Midblock Crosswalk:

- Install School Crosswalk Warning Assembly (MUTCD S1-1 and W16-9p) signs a minimum of one hundred twenty-five (125) feet in advance of the crosswalk in both directions per VTRANS Crossing Treatment Guidelines.
- Relocate the School Crosswalk Warning Assembly (MUTCD S1-1) sign on the east side of Mansfield to be in front of the crosswalk when approaching from the travel lane.
- Add MUTCD W16-17p signs to both School Crosswalk Warning Assemblies.

- Restrict on-street parking twenty (20) feet immediately north and south of the crosswalk.

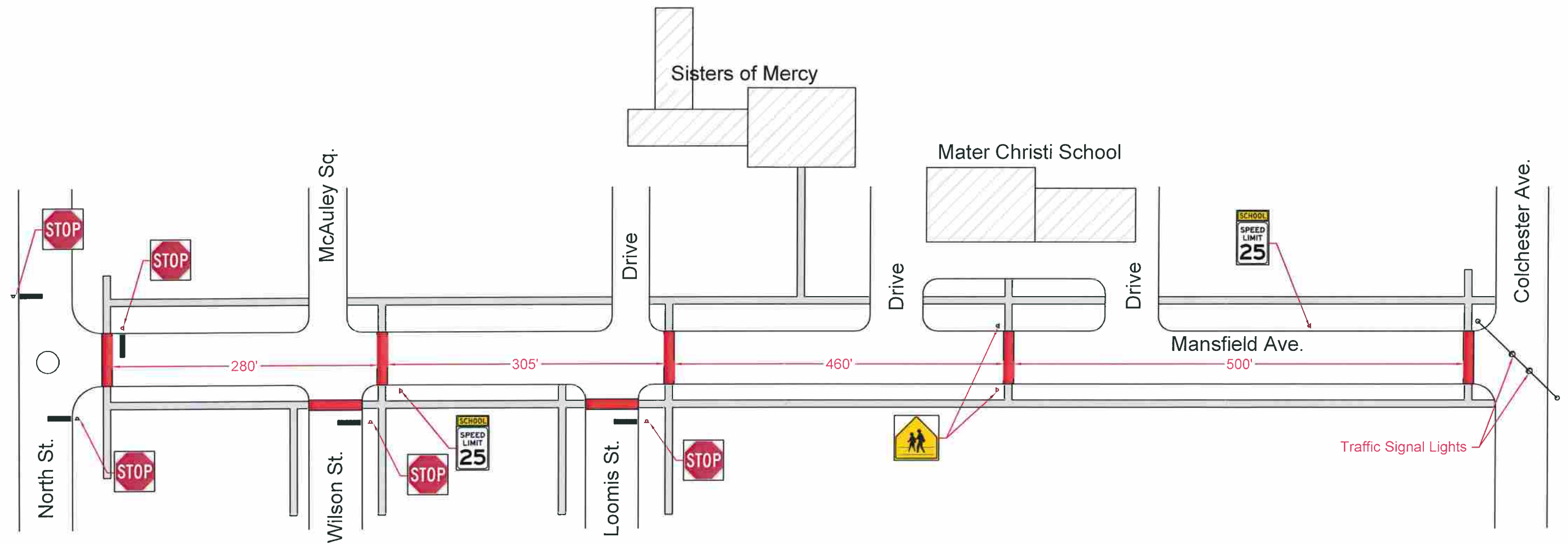
Please see the attached Proposed Conditions drawing illustrating these changes.

Staff's recommended solutions are designed to increase line-of-sight between drivers and pedestrians, increase driver awareness when entering the intersection and approaching the midblock crosswalk, and shorten pedestrian crossing distances. Staff anticipates these changes will help promote increased pedestrian safety and slower vehicular speeds along Mansfield Avenue.

Recommendations:

Staff recommends that the Commission adopt:

- Staff's recommended improvements to the Mansfield Ave and Loomis St intersection as described above and illustrated in the attached drawing.
- Staff's recommended improvements to the Mater Christi School Midblock Crosswalk.





North

Mansfield Avenue
Sidewalks and Crosswalks
Burlington, VT

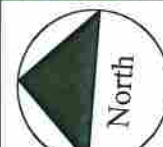
Existing Conditions



**BURLINGTON
PUBLIC WORKS
ENGINEERING DIV.**

645 PINE STREET
BURLINGTON, VT 05401
(802) 863-9094

DESIGNED DRR	RFS. NO. 5289
DRAWN DRR	SCALE NTS
CHECKED HJB	DRAWING NO.
DATE	



Mansfield Avenue/Loomis Street
intersection Burlington, VT

Proposed Conditions



**BURLINGTON
PUBLIC WORKS
ENGINEERING DIV.**

645 PINE STREET
BURLINGTON, VT 05401
(802) 863-9094

DESIGNED DRR	RFS NO. 5289
DRAWN DRR	SCALE HTS
CHECKED NJB	DRAWING NO.
DATE	

Section 2B.06 STOP Sign Applications

Guidance:

- 01 *At intersections where a full stop is not necessary at all times, consideration should first be given to using less restrictive measures such as YIELD signs (see Sections 2B.08 and 2B.09).*
- 02 *The use of STOP signs on the minor-street approaches should be considered if engineering judgment indicates that a stop is always required because of one or more of the following conditions:*
 - A. *The vehicular traffic volumes on the through street or highway exceed 6,000 vehicles per day;*
 - B. *A restricted view exists that requires road users to stop in order to adequately observe conflicting traffic on the through street or highway; and/or*
 - C. *Crash records indicate that three or more crashes that are susceptible to correction by the installation of a STOP sign have been reported within a 12-month period, or that five or more such crashes have been reported within a 2-year period. Such crashes include right-angle collisions involving road users on the minor-street approach failing to yield the right-of-way to traffic on the through street or highway.*

Support:

- 03 *The use of STOP signs at grade crossings is described in Sections 8B.04 and 8B.05.*

Section 2B.07 Multi-Way Stop Applications

Support:

- 01 *Multi-way stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multi-way stops include pedestrians, bicyclists, and all road users expecting other road users to stop. Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.*
- 02 *The restrictions on the use of STOP signs described in Section 2B.04 also apply to multi-way stop applications.*

Guidance:

- 03 *The decision to install multi-way stop control should be based on an engineering study.*
- 04 *The following criteria should be considered in the engineering study for a multi-way STOP sign installation:*
 - A. *Where traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.*
 - B. *Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions.*
 - C. *Minimum volumes:*
 - 1. *The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and*
 - 2. *The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but*
 - 3. *If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2.*
 - D. *Where no single criterion is satisfied, but where Criteria B, C.1, and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this condition.*

Option:

- 05 *Other criteria that may be considered in an engineering study include:*
 - A. *The need to control left-turn conflicts;*
 - B. *The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;*
 - C. *Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and*
 - D. *An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection.*

Damian Roy

From: Stephen Trull <stephen.trull@rcxrules.com>
Sent: Wednesday, October 21, 2015 11:40 AM
To: Damian Roy
Cc: Everleth, Michelle
Subject: 3 Way Stop Control at Intersection of Mansfield Ave and Loomis St, Item 6 on Agenda of 10/21/15 Commission Meeting

Greetings Mr. Roy,

I will not be able to attend tonight's DPW Commission meeting, yet am in strong support of the proposed stop signs at this intersection. I have reviewed the agenda packet, and wanted to include commentary from my family, if possible:

My wife Michelle and I have observed increasing traffic and dangerous vehicle speeds near the Loomis/Mansfield intersection in the last 5 years. Loomis and Mansfield are increasingly used as a commuter alternative to Pearl & Main St corridors, and have increased traffic during rush hours.

We observe cars consistently travelling 35 mph- obviously in excess of the speed limit and unsafe for a densely populated neighborhood. We feel concern for our son's safety when crossing the street to attend Mater Christi School, believe that stop signs are an easy solution to both reduce vehicle speed on Mansfield Ave and increase pedestrian safety in the coming years.

Thank you your work on this proposal,

Stephen Trull
234 Loomis St.
Burlington, VT

Steve Cormier

From: Jeff Padgett <jeffpadgett10@gmail.com>
Sent: Wednesday, October 21, 2015 7:28 PM
To: Steve Cormier
Subject: Fwd: Stop signs on Mansfield Ave

Jeff Padgett
jeffpadgett10@gmail.com
802 999 8128

Begin forwarded message:

From: magsvt@aol.com
Subject: Stop signs on Mansfield Ave
Date: October 20, 2015 at 11:13:25 PM EDT
To: "jeffpadgett10@gmail.com" <jeffpadgett10@gmail.com>

I understand there has been a renewed effort by some residents to slow traffic on Mansfield Ave by installing stop signs at The Loomis St intersection. I trust that DPW fully understands the potential repercussions (esp on N. Prospect St traffic) of such an action.

I cannot make the meeting, but would like to go on record as NOT being in favor of placing stop signs on Mansfield. I live across from Mater Christi School and I don't understand how a stop sign would benefit the residents of our neighborhood (or outweigh the negative impacts). It would help Mater Christi parents maybe, but just push thru traffic to Prospect, further complicating things over there. And I have seen way too many frustrated hurrying folks run the stop sign at Loomis on Prospect!

Wish we all walked more, or ride our bikes. Please continue to develop more bike lanes in this city.

Thank you!

Margaret Conant

BURLINGTON DEPARTMENT OF PUBLIC WORKS COMMISSION MEETING
DRAFT MINUTES, OCTOBER 21, 2015
645 Pine Street
(DVD of meeting may be on file at DPW)

COMMISSIONERS PRESENT: Tiki Archambeau, Chris Gillman, Solveig Overby (via phone), Jeff Padgett, Tom Simon.

COMMISSIONERS ABSENT: Robert Alberry, Jim Barr.

Item 1 – Call to Order – Welcome – Chair Comments

Commission Chair Jeff Padgett calls meeting to order at 6:33pm; commenting on structural changes to meeting; notes public forum and public comment sections for each item, asking those commenting on particular agenda item to choose one of those times to comment; experimenting with 3 minute limit on comments to help all be heard; reminds commissioners about commissioner comment section for their comments and everyone of commission and departmental goals.

Item 2 – Agenda

Director Chapin Spencer requests tabling Item 5 until November meeting; Commissioner Tiki Archambeau makes motion to accept the agenda with the proposed revision and is seconded by Commissioner Chris Gillman; Commissioner Archambeau points out votes need to be done individually due to Commissioner Solveig Overby attending via phone. Vote:

Commissioner Overby: Aye

Commissioner Gillman: Aye

Commission Chair Padgett: Aye

Commissioner Archambeau: Aye

Commissioner Tom Simon: Aye

Item 3 – Public Forum

Marianne J. Danis, of Harrison Ave, supporting some type of banned or permitted parking on Harrison Ave; can't find parking in Lakeside Community during summer due to park visitors trying to avoid paying fees for parking at Oakledge park.

Jason Jodoin, of Harrison Ave, supports no parking on one side of street, or at least a certain section to the corner of Harrison Ave and Proctor Pl; people parking in front of driveway and is an issue mainly in summer – sometimes in autumn – especially on sunny days, weekends, and during events.

Joe Gaida, of Harbor Watch, concerned over Harrison Ave and Proctor Pl intersection at entrance; very narrow area that's hard to get through with all the traffic; concerns over emergency vehicles ability to enter Harbor Watch – several older infirm people live there; favors restricting parking to "Resident Only" on Proctor Pl; raises need for parking in whole Lakeside Community.

Paul Chorniere, of Harbor Watch, concerned over accessibility for emergency vehicles.

Tom Roland favors the motion concerning Harrison Ave due to safety, with a specific concern for bikers.

Jim Dunn, of Central Ave, speaks of a similar problem they had there; similar parking ban helped in the last year and supports the Harrison Ave request; real concern about parking on Proctor Pl because access to pump station often blocked off.

Sandy Wynne, of Mansfield Ave, speaks of needing a 3-way stop at Mansfield Ave and Loomis St intersection; Mansfield Ave is a drag racing street and is against DPW conclusion that new stop signs not needed; references every intersection with Loomis St has an all-way stop, except the one with Mansfield Ave.

Sean McKenzie favors 3-way stop at Mansfield Ave and Loomis St intersection saying it would make a lot of sense.

Paul Asbell, residing at corner of Germain St and Pomeroy St, says he would be drastically affected by proposed changes to parking on Germain St; supports the status quo, but if there are safety issues he wants to be good citizen.

Bob Kiss, of Germain St, says there's been parking on both sides of the street since he moved there in 1977; concerned public safety's being used as a trump card; suggests making Germain St a northbound one-way to add space to Right of Way; references firetrucks city specifically bought to operate in confined spaces; hoping commission recognizes no immediate danger.

Ms. Jodoin, of Lakeside Community, totally agrees with no parking on one side of Harrison Ave and Proctor Pl; doesn't like how St. John's Club patrons park in street; would like to see parking lines on street for specific spaces.

Item 4 – Consent Agenda

A. Harrison Ave Parking

B. State of Vermont Crosswalk Guidelines

Commissioner Archambeau gives friendly recommendation to staff to revisit Proctor Pl public comments since not part of Harrison Ave request; Commission Chair Padgett suggest leaving Harrison Ave item as is and during commissioner comment section blend in Proctor Pl input.

Commissioner Simon makes motion to approve and is seconded by Commissioner Overby. Vote:

Commissioner Overby: Aye

Commissioner Gillman: Aye

Commission Chair Padgett: Aye

Commissioner Archambeau: Aye

Commissioner Tom Simon: Aye

Item 5 – Germain St Parking

Tabled until November meeting during Item 2 discussion.

Item 6 – 3-Way Stop Control at the Intersection of Mansfield Ave & Loomis St

A) Staff Presentation by DPW Engineering Technician Damian Roy: request received from Jim Langan; staff reached out to surrounding streets, receiving a fair number of response, of which everyone favored installation of 3-way stop; staff collected speed and traffic volume data and, using MUTCD guidelines along with AASHTO policy, recommends not installing a 3-way stop at the corner of Mansfield Ave and Loomis St; suggests area residents look into city's traffic calming program.

B) Commissioner Commentary (see video)

C) Public Comment

Jim Langan, Ward 1, clarifies that he doesn't believe he used words "traffic calming" or "speed" for reason of request; concern is poor visibility on road for pedestrians and children accessing the school; believes traffic calming won't make it better and that traffic volume data should have included pedestrians and bikes; questions that the data may not be accurate; cites other stop signs approved by commission in last 18 months which didn't meet guidelines; cites large number of responses from residents and respectfully recommends that the commission deny DPW recommendation.

Ethan Platt, Ward 1, very much supports stop sign there; curious to see if data were removed from times when people cannot go fast, due to school drop off/pickup congestion, would it increase speed averages in data; says school zones are notorious speed areas and states that the poor conditions of sidewalk on east side of Mansfield Ave makes more people cross back and forth across street; there are lots of opportunities for improvement.

Rob Chandler, Ward 1, is very concerned about safety at crossing; thinks number of pedestrians in report undercounted due to people avoiding intersection; since people won't stop they have to wait to cross for an empty street; concerned that potential traffic calming devices would affect safety mission of fire station on Mansfield Ave.

Kevin Macy in favor of stop sign; says it took 4 years to get traffic calming on North St and that's too long to wait with 25 children – half under 10 – present; something needs to be done sooner rather than later.

D) Motion made by Commissioner Simon: table until November meeting

Second by Commissioner Gillman

Vote:

Commissioner Overby: Aye

Commissioner Gillman: Aye

Commission Chair Padgett: Aye

Commissioner Archambeau: Nay

Commissioner Tom Simon: Aye

Discussion

Commissioner Simon: strong sympathy for people but also notes DPW staff are experts; reminds everyone of school and amazed by comment that people are driving more aggressively in a school zone.

Commissioner Gillman: seems commission agrees there's a speed problem but notes stop sign may not be long term solution; notes there's no effective crosswalk.

Commission Chair Padgett: wants to make a motion to approve stop sign on condition that neighborhood applies for traffic enhancement program; if they did DPW staff would get go-ahead to install sign as soon as application made.

Commissioner Archambeau: would oppose Commission Chair Padgett's motion because staff made recommendation against based on data collected by DPW staff.

Commissioner Simon: wondering if because Mansfield Ave is not on the list for mid-block flashing light crosswalk are they restricted from getting on list.

Director Spencer: reminding commission they did pass "State of Vermont Crosswalk Guidelines" earlier; suggests one thing they can do is Item 6 until November; then DPW staff will have month to look at guidelines for flashing beacons and come back with something else.

Action: Motion Tabled

Item 7 – 132 N. Winooski Ave – Life Safety Appeal of Code Enforcement Order/Decision

A) Staff Presentation by Director of Code Enforcement Bill Ward: one of primary functions of Code Enforcement is to inspect rental housing to ensure they're okay under Chapter 18 (Minimum Housing Code); 132 North Winooski Ave is a 3 unit property – the 1st floor unit is the one being discussed here; last inspection found 5 issues that needed to be corrected with 4 issues ultimately corrected; 5th was need to install smoke/CO detector outside of bedroom(s) but within vicinity of bedroom(s); property owner disputes whether additional detector necessary, but the code is specific about detector locations; it's excellent of property owner to have detectors inside both bedrooms, but not having one outside gives less time for warning in event of fire; this needs to be resolved quickly because this is an occupied rental unit.

Appellant Presentation by Mr. Jeffrey Gilbert, property owner: bought property in 2008 and it passed code inspection; property has passed code inspection 4 times before and now a 5th person has come in and property doesn't pass inspection; he gave electrician no permission to pull electrical permit; property found compliant for 11 years and still should since nothing has changed in code.

B) Commissioner Commentary (see video)

Commissioner Simon, due to being friends with appellant witness, recused himself.

C) Public Comment

Chris Gilbert, retired Fire Marshall and appellant witness: code has not changed since 2004; the work was accepted by a master technician, not a code enforcement official with no expertise; building safe in his opinion; warns that the commission could open a can of worms by getting into the differences between city and federal standards; suggests commission seeks professional advice before interpreting national code.

Gene Bergman, acting as legal counsel for the commission: people should try not to mix up different codes, mentioning Habitability Laws and the Minimum Housing Code; informs commission they can choose to deliberate in public or private because the nature of the proceeding is quasi-judicial.

D) Motion made by None

Second by None

Discussion

Commissioner Archambeau: sounds like Director Ward is interpreting code to say another detector needed in common area; mentions 2 codes - minimum housing code and electrical code.

Commission Chair Padgett: all code is asking for is single smoke detector outside those 2 bedrooms; reminds appellant this is about a code inspection, not an electrical inspection when appellant brings up electrical inspection; potential fix may be by changing it to a 1 bedroom apartment.

Commissioner Overby: thinks code is clear; it does get improved over time and but we everyone still needs to follow it.

Commissioner Gillman: both bedrooms are labeled “bedroom” in schematic drawing; skeptical of appellant claim.

Commission Chair Padgett and Commissioner Archambeau: discuss space outside of bedrooms and specific requirements in code about distance of detectors away from kitchen and bathroom doors.

Commission Chair Padgett: asks if commission has received enough information to make a decision and do they need to go into private session?

Commissioner Archambeau: states that is usually what commission does.

Action: move to Executive Session after commission meeting on Attorney Bergman's suggestion that since it's quasi-judicial it can be held anytime.

Item 8 - Draft Minutes of 9-16-15

Commission Chair Padgett suggested to table minutes due to confusion over both September and July minutes and that he needs to look over July and September minutes and discuss structural and content issues with staff.

Commissioner Archambeau motions to table the approval of the September minutes to November meeting and is seconded by Commissioner Simon. Vote:

Commissioner Overby: Aye

Commissioner Gillman: Aye

Commission Chair Padgett: Aye

Commissioner Archambeau: Aye

Commissioner Tom Simon: Aye

Item 9 – Director's Report

Director Spencer informs that a special DPW work session focused on the City's three draft parking and transportation plans will take place Wednesday, October 28 at DPW, starting at 7pm; submitted comments to EPA on phosphorous TMDL document and circulated the City's comments to the Commission; major piece is how we manage it in Lake Champlain; regulation must be fair and flexible among parties in reducing phosphorous in the lake; noted he was not involved in Harrison Ave discussion due to owning piece of property on Proctor Pl; other updates are in written report.

Item 10 - Commissioner Communications

Commissioner Overby: people should pay attention to 3 parking reports; all are interconnected and important for how Burlington develops.

Commissioner Gillman: none.

Commissioner Simon: really respects all commissioners and feels that when they put their minds together they come up with really good solutions to problems facing city; references Mansfield Ave discussion as a tough one with respect to residents and staff recommendations and proud of result that came out of it.

Commissioner Archambeau: bring up issues that were heard tonight; listening to testimony and a call out on Proctor Pl and Pomeroy St comments to Engineer Technician Roy's attention; staff are best to evaluate this; not going to be in town for next Wednesday's parking meeting but will phone in.

Commission Chair Padgett: is for open conversation but says commission should stay away from design decisions; brings up idea of triage of RFS system to deal with issues, with staff doing this work so commission can address broader solutions; attended asset management meeting and says it was great; going to need to form a finance subcommittee to talk with City Council; informed by Attorney Bergman he would need to keep in mind how it fits into Open Meeting Laws.

Item 11 – Executive Session for Appeal

Moved to after commission meeting during Item 7 discussion.

Item 12 - Adjournment & Next Meeting Date - November 18, 2015

Motion made by Commissioner Simon: adjourn meeting

Seconded by Commissioner Archambeau

Vote:

Commissioner Overby: Aye

Commissioner Gillman: Aye

Commission Chair Padgett: Aye

Commissioner Archambeau: Aye

Commissioner Tom Simon: Aye

Meeting ended at 9:23pm.

Burlington Department of Public Works Special Commission Meeting
Draft Minutes, October 28, 2015
645 Pine Street

COMMISSIONERS PRESENT: Robert Alberry; Tiki Archambeau (via phone); Jim Barr; Chris Gillman; Solveig Overby; Jeff Padgett; Tom Simon.

COMMISSIONERS ABSENT: None.

Commission Chair Padgett calls meeting to order at 7:00pm; commenting on this work session focusing on specific topic: Downtown Parking & Transportation, Residential Parking Management Plan, and Transportation Demand Management Action Plan; will try to limit comments to 2 minutes to allow all to speak; notes public forum and public comment section under Item 3, asking those commenting on particular agenda item to choose one of those times to comment; most importantly, no decisions tonight - all about conversation.

Item 1 – Agenda

Commissioner Barr makes motion to accept agenda and is seconded by Commissioner Alberry; Commission Chair Padgett notes the agenda makes it appear Public Comment subsection to Item 3 will only allow for 2 minutes total but clarifies this actually means 2 minutes for each speaker and reminds everyone votes need to be done individually due to Commissioner Archambeau attending via phone. Vote:

Commissioner Archambeau: Aye

Commissioner Simon: Aye

Commissioner Gillman: Aye

Commissioner Overby: Aye

Commissioner Barr: Aye

Commissioner Alberry: Aye

Commission Chair Padgett: Aye

Item 2 – Public Forum

Claire Wool, Ward 6, states being on advisory committee for residential parking study; excited city/DPW hired consultant to look at parking; references last week's meeting at city hall and the disconnect between the committee and consultant over advice for actions to take in near future; says DPW director mentioned tabling some recommendations from consultant to allow time for more citizen feedback which was appreciated; brings up planning assemblies saying residential parking system broken and people need to focus on fixing system in meetings.

Item 3 – Commission Work Session on Residential Parking Management Plan and the Downtown Parking & Transportation Study

A) Staff Presentation by DPW Director Chapin Spencer and DPW Environmental Planner Nicole Losch: overviewing how 3 plans intersect and recognizes complexity and says viability of city depends on parking system; Downtown Parking & Transportation Plan (DT) is about expanding capacity and better way finding through signage; Transportation Demand Management Action Plan (TDM) focusing on getting commuters downtown in variety of

different ways; Residential Parking Management Plan (Res) focus is on preserving and updating residential permit program and looking at ways to expand and manage parking demands in each neighborhood.

DT plan started in 2013 focusing on deteriorating garages/equipment; work includes \$9M in capital repairs by 2018, retooling 2 hour free parking with possible merchant parking validation programs, and enforcing Sunday afternoon parking; so far 280 smart meters installed, fixing garages has started, installing wayfinding signs ongoing, and launching pay by cell phone next month.

Res plan comes from residents asking for changes in process; based on public input DPW has made a number of revisions; ended relationship with consultant and wants DPW to work directly with advisory committees – Environmental Planner Losch and himself acting as contact point with people; tactical approaches differing per neighborhood which may include time limit signs on spaces, meters and/or pay stations, and stripping parking spaces; improvements to include maintaining current street level Residential Parking Permit (RPP) areas, enforcing anti-counterfeiting permit measures, and capping number of RPP's to 4 per unit; notes other proposed changes include new online petition process, preserving flexibility for accommodating visitors, and different payment structure for permits; acknowledges Commuter Permit Pilot (CPP) program is most controversial component and if no support will look at removing from plan.

As for TDM plan the city is looking at options for employers and employees including their own; in terms of city staff looking into developing flex time policy with staff and looking at commuter incentives for city employees

Comments on timeline: 2 1/2 weeks left on public input; by late November final drafts of plans released and a 12/16 DPW commission vote on the Res plan; notes major changes would require charter changes; as soon as meetings done this week looking to get back in touch with advisory committees.

B) Commissioner Response/Questions

Commissioner Simon: are there any controversies concerning DT plan and if CPP program dropped how would that affect other 2 programs; Director Spencer answers concerning DT controversies that charging on Sundays and amount to pay downtown, and CPP program that doesn't think it would negatively affect other 2 programs.

Commissioner Archambeau: wants public feedback on CPP program and to hear what the problem is with keeping it in plan.

Commissioner Gillman: notes comments on reduced RPPs for people who opt into CPP program, but wondering why would anyone choose to do this optional plan and why anyone would want others parking in their neighborhood; Director Spencer notes that Boulder, CO has commuter permits that may originally have been part of a Res plan, but that this may be tool DPW doesn't implement, and that it's an option if neighborhoods wants to reduce their permit fee rates.

Commissioner Overby: says work being done on all 3 plans phenomenal; wants to see best use of all parking assets; notes change will be uncomfortable but we all have to step back and think of what's best for community; very excited about opportunity Res plan data has presented

Commissioner Barr: states DPW can always use more resources for funding and that charge for Res plan is a way to help mitigate that; concerned about transferable permits and possibility of people selling them; wonders why city doesn't stick with guest pass city already

has but do in better way, like via online; concerned with Res plan “Zone vs. Streets” – good that with large number of permits versus actual street spaces it would help spread out parking but notes some streets do have enough space for parking and wonders how to balance this.

Commissioner Alberry: says commission really has to pay attention to what neighborhoods and what taxpayers are saying.

Commission Chair Padgett: notes Res plan has been a bottom up affair but concerned that this report shows power now in hands of DPW, asks if DPW envisioned using this to propose RPP for neighborhoods that didn't have it, asks about priority of projects by DPW in terms of their numbering, and if staff perceives the RPP/CPP program as a threat; Director Spencer responds that these are neighborhood driven request but that DPW does have the power since neighborhoods can't act without commission/DPW action, that projects are listed by way of practicality, and Environmental Planner Losch states that she hasn't heard directly about RPP/CPP program perceived as a threat but sees heads nodding in audience agreeing while Chapin says he sees it from a standpoint of being one of many possible tools.

Commissioner Simon: asks what are driving forces behind CPP program; Director Spencer says one is fiscal needs, another is wise use of resources, and another is balancing needs of differing users in city; he says residents needs are important but that ultimately these are public Right-of-Ways and the city needs to do things that are the most efficient, and not necessarily proposing to change already RPP areas but going forward that RPPs may overburden system and can't be everywhere.

C) Public Comment

John Cane, Ward 1, is glad people are still talking about “Zones vs. Streets” as there's a lot of wisdom in zones; doesn't like tactic of paying for sticker and getting a discount if you go along with commute parking; questions if a permit is a tax due to possibility of it funding other things; if commuter permits are going to be like lottery he's not in favor.

City Councilor Adam Roof, Ward 8, says DPW's been fantastic to work with; okay with analogy of toolbox but thinks fees come down to affordability issue; says commuter program pilot shouldn't be scrapped as it has some value in certain parts of the city.

Richard Hillyard, Ward 1, states being on advisory committee for residential parking; welcomes opportunity to reconvene committee and look at details; still doesn't see any initiative on Park-n-Ride; feels onus on parking in neighborhoods is on residents and that's regrettable; asks if city can go forward collectively instead of by dictate.

Anne Geroski, Ward 6, says streets have uses other than parking; permit fee would hurt as residents already pay taxes; brings up new Champlain College residential building not requiring parking spaces and her problem is other people coming in and parking there; shouldn't have to pay for someone else's problem; says biggest problem is RPP program not enforced unless you complain over phone.

Bill Reilly, Ward 6, supports Anne's perspective and states problems are institutionally driven.

Kathleen Ryan, Ward 6, says neighboring street has no restriction; golden to already have a RPP but no parking on adjacent street unless Champlain College not in session; says parking cars on street is great – it slows down traffic and they're designed for that; says everyone pays taxes but doesn't think it gives people a right to a spot on street; doesn't think Maple St should be a residential parking street but wonders how we do designate appropriate street; supports CPP

program because it may relieve pressure on adjacent streets; wonders what happened to satellite parking proposals and that a satellite parking garage should be considered.

Laura Massell, Ward 6, no longer feels RPP program amenable to public but it's getting better; feels there's coercion and that's bad; feel people who live next to institutions are bearing a greater burden; love to see analysis of all commercial areas and wonders have we exploited all areas to get funds from – not just downtown but South End; says quid-quo-pro language inappropriate

City Councilor Sharon Bushor, Ward 1, pleased with departure of consultant because now DPW, commission, and public in contact – makes it a Burlington issue; every resident comes from different street with different situation; some streets older with no on-street parking, some not; wants community to have a dialogue because people can't speak for areas they don't live in; doesn't want goal to be financial, though knows city needs money; we can do other things, but doesn't have to be on backs of residents.

Kathryn Cartularo, Ward 6, says downtown parking on Sunday afternoons doesn't fit; city wants people to come downtown and if charging for parking they're going to go to Williston; concerns about having to go online to apply for parking passes when 9 grandchildren show up to visit – don't take passes away from her.

Barb Headrick, Ward 6, ask to imagine all streets filled to 85% capacity – not an environmentally green picture; asks to think of where commuters are going and make a plan to address that; not right that institution commuters – like UVM – are parking on residential streets; should not be about residential streets turning into parking lots; against meters going up in residential areas; should not be zones because non-residents will park in better parking spaces and residents will have to park further away; thinks that having permits issued per dwelling unit will lead to more congestion.

Josette Noll, Ward 6, says university and other institutions are not providing parking and they need to address their parking issues; residential settings changing with commercial coming in and businesses affecting residential; value of property has gone downhill.

D) Commission Discussion

Commissioner Simon: bets 90 percent or more of plans are non-controversial and wants to separate out controversial parts. Commission Chair Padgett: agrees on high level ideas but has problems with execution of them and says tools, like CPP program/RPP plan deal is awful. Commissioner Simon: wants to make a list of tools that need work; thinks people don't understand what the quid-pro-quo thing is saying residents think it's about a discount on permits and not neighborhoods getting RPP without the CPP program. Director Spencer: corrects him saying that is what it is about.

Commissioner Overby: commission focusing too much attention on tiny things; these are 3 complex plans which work together over 10 years; not financial from her perspective but about trying to reduce use of cars, pressures on the Res plan will be reduced through other 2 plans. Commissioner Simon: only plan commission has jurisdiction over is Res plan. Commission Chair Padgett: DT plan was commissioned by city council but is about things commission has jurisdiction over.

Commissioner Overby: start Sunday parking fees at 1pm – not noon – due to church services and lunch crowd. Commission Chair Padgett: whole goal is about turnover.

Commissioner Overby: data is what drives plans and if people aren't parking on Sundays the city shouldn't charge. Director Spencer: cities like Portsmouth, NH have Sunday parking but if

you're a resident and show ID you get free parking and there should be that kind of balance here. Commissioner Simon: wonders if anyone is fundamentally opposed to changing Sunday. Commissioner Barr: there are challenges, though he's not necessarily against it and goes on to say it's the availability of parking, not the cost, which keeps people away.

Commission Chair Padgett: shifts conversation to biking (as it's part of DT plan) and wonders where spaces will be found. Director Spencer: plan recommends traffic fund be part of an "entrepreneurial investment" for future transportation; now it's just for maintaining a low-level of service; says fund currently running at \$5M but by reducing certain costs it could move up to \$7M. Commissioner Alberry: asks if there's a cap on the fund. Director Spencer: due to old ordinance language, he believes, the garages can't generate more revenue than the minimum needed to maintain them; that's an issue because they need \$9M for repairs and a lot of it will need to come from street parking; brings up chance to bring in more money here as the biggest night at hotels for parking is Saturday and no fees are currently collected Sunday; would like gates down 24/7. Commissioner Overby: DT parking's other problem is parking decks – people are not wanting to use them and says if the city's putting \$9M in we need to be certain it's for things people will use. Commissioner Barr: as part of DT advisory committee he says that the only option was to fix what we currently have and add wayfinding signs.

Commissioner Simon: discusses subjects in Res plan of numbers and costs of permits; brings up concern of families needing to buy multiple passes; thinks of Buell St and students leaving cars there all year just to drive home for Christmas; likes limit of permits per structure; would like to disincentivize more cars. Commissioner Alberry: brings up ordinance about abandoned cars. Director Spencer: not strongly enforced and action based on individual complaints. Commissioner Overby: this brings why satellite parking should be considered. Commissioner Barr: speaking to institutions gives example of UVM requiring 1st year students not having cars but thinks institutions should do more; hopes commission will do more to force them; says landlords need to do more too as institutions don't have as much power over students living in community that people think they do. Commissioner Overby: thinks about people being invited downtown to live with new residential developments going through – they won't have institutional pressures on them; just individuals who need cars for their livelihood. Commissioner Barr: at very least we need to par down amount of permits per units. Commission Chair Padgett: city is going from an infinite number issued down to 4 per unit – a good direction. Commissioner Gillman: the perception though is that everyone's going to have commuter parking and we need better guidelines. Commission Chair Padgett: recommends what DPW is doing should be better packaged as "tools" and not "requirements." Commissioner Barr: important to give residents a feeling of ownership in tools before using. Commission Chair Padgett: is hearing how people don't like how tools are being implemented.

Commissioner Simon: sounds like DPW is going to have more interaction with people on advisory committee and feels that's going to come up with a livable consensus for everyone by the time it gets to the commission. Commission Chair Padgett: says to wait and not throw commuter parking out yet. Commissioner Archambeau: there seems to be consensus about tool driven approach; certainly recognizes each neighborhood has unique challenges but still needs to look at global picture; not going to make everyone happy but if problems approached with data commission will serve city well.

Commission Chair Padgett: reminds everyone it's 9:30. Commissioner Barr: hopes commission has given DPW enough input. Director Spencer: brings up differing unique perspectives Commissioner Archambeau was talking about, the important ideas behind "tools,"

and after talking with people that some tools may be too cumbersome for our small town; will take all input and talk with advisory committee and come back in December; if commission doesn't vote on Res plan it's not end of world; but commission does need to get to a point where it approves plan – need to do best we can with what we've got.

Commission Chair Padgett: asks should we move to Item 4.

E) Action Requested

None.

Item 4 – Adjournment

Commissioner Barr makes motion to adjourn and is seconded by Commissioner Simon.

Vote:

Commissioner Archambeau: Aye

Commissioner Simon: Aye

Commissioner Gillman: Aye

Commissioner Overby: Aye

Commissioner Barr: Aye

Commissioner Alberry: Aye

Commission Chair Padgett: Aye

Meeting ended at 9:36pm.



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Burlington, VT 05401
802.863.9094 VOICE
802.863.0466 FAX
802.863.0450 TTY
www.burlingtonvt.gov/dpw

To: DPW Commissioners
Fr: Chapin Spencer, Director
Re: **Director's Report**
Date: November 12, 2015

PROCESS FOR PARKING STUDIES

Thank you for hosting a special work session on the parking plans on October 28th. The feedback has been helpful as we've been revising the draft documents. We hope to remain on track to prepare final drafts by late November and bring the documents for acceptance to the appropriate bodies in December. The Residential Parking Management Plan will come to the DPW Commission and the Downtown Parking & Transportation Plan will go to the City Council. The public comment period continues through November 15th so please direct any members of the public to submit their comments by then.

CAPITAL PROJECTS:

We are still busy with many construction projects even as the season winds down. Our construction updates are published regularly during the construction season and are posted on Front Porch Forum, Facebook, and Twitter and can also be viewed here:

<https://www.burlingtonvt.gov/DPW/CONSTRUCTION-UPDATES>

CHAMPLAIN PARKWAY UPDATE:

We have been asked by four community groups to present project updates on the Champlain Parkway to the public on November 30th. The event will take place at the Champlain Elementary School, 7pm. The convening groups are AARP, the South End Arts and Business Association (SEABA), Local Motion and the Burlington Business Association (BBA). It is important to note that this project has advanced beyond the conceptual design phase so we will not be seeking input on the design at this meeting. We will be providing information on current designs and the next steps in the project development process.

FY'17 CAPITAL BUDGET

As we reported at the last two meetings, the City faces a substantial gap between capital project needs and available funding in the FY'17 General Fund budget. The current gap for FY'17 remains around \$8M – a significant portion of this gap is from a proposed increase in our street and sidewalk infrastructure investment. Given the Department's priority to close the capital funding gaps, the Commission expressed interest in being involved in the discussions with the Board of Finance and others as the City grapples with how to close the funding gap. I expect this topic to be discussed at the upcoming Board of Finance meetings. I will notify DPW Commissioners when this topic is added to the BOF agenda.

FY'17 BUDGETING

Staff has begun General Fund budgeting for FY'17. Our General Fund priorities are to:

- Implement improved asset management systems
- Hire an associate transportation planner to help with many street redesign projects
- Close the funding gap between GF capital needs and annual budgets

We will keep you posted over the next couple of months as we work to embed these priorities into our FY'17 General Fund budget. We are also working with the Airport to discuss how best to manage the garage operations at their garage facility for FY'17 and beyond.

OPENING PRIVATE LOTS, MOBILE PAYMENTS

Recommendations from the Downtown Parking & Transportation Plan are being implemented out prior to the plan being adopted. A private company Unified Parking Partners (<http://www.unifiedparkingpartners.com/>) is working with private lot owners downtown to make spaces available to the public on nights and weekends. They are doing a soft launch this weekend and expect to be operating 8+ downtown lots in the coming month. In addition, DPW has contracted with ParkMobile (<http://us.parkmobile.com/>) to provide pay-by-phone options for all of the City's on-street meters starting the day after Thanksgiving. This is a one year pilot to test this new technology. The app can be downloaded today, but the service for Burlington won't start until November 27th.

VOSHA VISIT:

The City received an unannounced visit by the Vermont Occupational Safety and Health Administration (VOSHA) in September. They visited a few DPW sites and identified issues that need to be corrected. Assistant Directors Rob Green and Laurie Adams have been working closely with me to correct the issues raised by VOSHA. We are taking this situation very seriously as safety is our first priority. We are still awaiting the official communication outlining the specific citations, but we have been aggressively addressing the initial list of concerns and are confident that we will have solid responses once the citations are delivered.

As always, feel free to reach out with any questions. See you next Wednesday!

Burlington Department of Public Works Commission Meeting
Draft Minutes, November 18, 2015
645 Pine Street
(DVD of meeting may be on file at DPW)

COMMISSIONERS PRESENT: Robert Alberry; Tiki Archambeau (Vice Chair); Jim Barr; Chris Gillman (*via phone starting at 7:20pm*); Solveig Overby; Jeff Padgett (Chair); Tom Simon.

COMMISSIONERS ABSENT: None.

Item 1 - Call to Order - Welcome - Chair Comments

Commission Chair Padgett calls meeting to order at 6:32pm and makes opening comments.

Item 2 - Agenda

Commission Vice Chair Archambeau requests a special Public Forum for Mark Porter (running late due to an emergency) and to take Item D off the Consent Agenda – Item D is reassigned as Agenda Item 4.5. Commissioner Simon makes motion to adopt the amended agenda and is seconded by Commissioner Barr.

Action taken: motion approved;
“Ayes” are unanimous.

Item 3 - Public Forum

Item 4 - Consent Agenda

- A. North Street Accessible Space Relocation
- B. Convent Square Accessible Space
- C. State of Traffic Request Backlog - Consent Agenda

Commissioner Alberry makes motion to accept Consent Agenda and is seconded by Commission vice Chair Archambeau.

Action taken: motion approved;
“Ayes” are unanimous.

Item 4.5 - Additional Carshare VT Space in the Marketplace Garage

DPW Engineering Technician Damian Roy recaps Item 4.5. Commission Vice Chair Archambeau asks questions with DPW Director Chapin Spencer and Technician Roy answering.

Commission Vice Chair Archambeau makes motion to push Item 4.5 to 12/2015 meeting and is seconded by Commissioner Alberry.

Commission Chair Padgett opens special Public Forum allowing Carshare Vermont's Executive Director Annie Bourdon an opportunity to speak with the commission.

Commission Vice Chair Archambeau withdraws motion to push Item 4.5 to 12/2015 meeting. Commissioner Barr makes motion to approve Item 4.5 and is seconded by Commissioner Overby.

Action taken: motion approved;
Commissioner Gillman: N/A
Commissioner Barr: Aye

Commissioner Alberry: Aye
Commission Chair Padgett: Aye
Commission Vice Chair Archambeau: Nay
Commissioner Overby: Aye
Commissioner Simon: Aye

Commission Chair Padgett opens special Public Forum allowing Mr. Porter, Ward 1, time to talk about potential stop sign at North Williams St and Brooks Ave and the Residential Parking Plan.

Item 5 - Regulation of Parking on Sears Lane

A) Staff Presentation by Technician Roy where he speaks on the city's study and revaluation of on-street parking on Sears Ln.

Commissioner Gillman is called and joins the meeting via phone at 7:20pm

B) Commission Questions (see video)

The commission asks questions with Director Spencer, City Engineer and Assistant Director of Technical Services Norm Baldwin, and Technician Roy answering.

C) Public Comment

John Carlo, Ward 5, speaks in support of Item 5.

Rick Levinson, Ward 5 business owner, speaks against Item 5.

Roger Dickinson, representing Ward 5 developer Cresta Cooper Nedde LLC, speaks in support of Item 5.

D) Commissioner Discussion (see video)

E) Motion made by Commissioner Overby to accept Item 5.

Second by Commission vice Chair Archambeau.

Discussion

Commissioners Alberry and Simon would support Item 5 if the developer agreed to cost-sharing. Commission Chair Padgett and Commissioners Alberry and Overby talk about the safety needs of pedestrians. Director Spencer talks of high priority in 10 year plan to install sidewalks on north side of roadway.

Action taken: motion approved;

Votes need to be done individually due to Commissioner Simon attending via phone.

Commissioner Gillman: Aye

Commissioner Barr: Aye

Commissioner Alberry: Nay

Commission Chair Padgett: Aye

Commission Vice Chair Archambeau: Aye

Commissioner Overby: Aye

Commissioner Simon: Nay

Item 6 - Mansfield/Loomis Crosswalks

A) Staff Presentation by Technician Roy where he speaks on DPW's design solutions to increase pedestrian safety, installing traffic calming devices, and other proposed changes.

B) Commission Questions (see video)

The commission asks questions about the proposed project and public concerns.

C) Public Comment

Jim Langan, Ward 1, speaks in favor of a 3-way stop.

John Daly, Ward 1, speaks in favor of any work that can be done and a 3-way stop.

Rob Chandler, Ward 1, speaks in favor of a 3-way stop.

Rich Price, Ward 1, speaks in favor of a 3-way stop.

Hollie Shaner McRae, Ward 1, speaks in favor of a 3-way stop.

Glenn McRae, Ward 1, speaks in favor of a 3-way stop.

Sharon Bushor, Ward 1, speaks in favor of a 3-way stop.

D) Commissioner Discussion (see video)

The commission and the public engage in a discussion over Item 6.

E) Motion made by Commissioner Alberry to put in a 3-way stop.

Second by Commissioner Simon.

Commissioner Barr makes a friendly amendment to put in 3-way stop now while continuing to study pedestrian safety and traffic calming and Commissioner Alberry accepts. Commission Chair Padgett slightly alters friendly amendment so that putting in 3-way stop is contingent upon Mansfield Ave residents applying for the Neighborhood Enhancement and Traffic Calming Program which Commissioner Barr accepts.

Discussion

Action taken: motion with two friendly amendments approved;

Commissioner Gillman: Aye

Commissioner Barr: Aye

Commissioner Alberry: Aye

Commission Chair Padgett: Aye

Commission Vice Chair Archambeau: Nay

Commissioner Overby: Aye

Commissioner Simon: Aye

Item 7 - Railyard Enterprise Project

A) Chittenden County Regional Planning Commission Presentation by Program Manager Eleni Churchill where she speaks about purpose and need of the Railyard Enterprise Project and the 3 alternatives (plans 1B, 2, and 5B) they're looking to forward to the City Council for approval.

B) Commission Questions (see video)

The commission asks questions with Manager Churchill and Director Spencer answering.

C) Public Comment

D) Commissioner Discussion (see video)

E) Motion made by Commissioner Barr to endorse the work the Railyard Enterprise Project steering committee put into the alternatives and the project's overall direction.

Second by Commission Vice Chair Archambeau.

Discussion

Action taken: motion approved;

Commissioner Gillman: Aye

Commissioner Barr: Aye

Commissioner Alberry: Aye

Commission Chair Padgett: Aye

Commission Vice Chair Archambeau: Aye

Commissioner Overby: Aye
Commissioner Simon: Aye

Item 8 - Draft Minutes of 10-21-15 & 10-28-15

Commission Vice Chair Archambeau makes motion to table 10/21/2015 minutes.

Commissioner Alberry makes motion to approve 10/28/2015 minutes and is seconded by Commissioner Barr.

Action taken: motion approved;

Commissioner Alberry: Aye

Commission Vice Chair Archambeau: Aye

Commissioner Barr: Aye

Commissioner Gillman: Aye

Commissioner Overby: Aye

Commission Chair Padgett: Aye

Commissioner Simon: Aye

Item 9 - Director's Report

Director Spencer reports on Cliff Street sidewalk project, parking studies processes, FY17 Capital Budget details coming at 12/2015 meeting, and pay-by-cell parking pilot.

Item 10 - Commissioner Communications

Commissioner Barr comments on stop signs going in at Fleming and Colchester Ave intersection. Commission Vice Chair Archambeau would like to know more about Lakeside Ave and Pine St intersection project along with information on traffic circle at Mansfield Ave and North St. Commissioner Overby comments on having attended downtown parking plan meeting.

Item 11 - Executive Session for Appeal - 132 N. Winooski Ave

Moved to after meeting – Commissioner Simon, due to being friends with appellant witness, recuses himself.

Item 12 - Adjournment & Next Meeting Date - December 16, 2015

Motion to adjourn meeting made by Commissioner Simon and seconded by Commissioner Barr.

Action taken: motion approved;

Commissioner Alberry: Aye

Commission Vice Chair Archambeau: Aye

Commissioner Barr: Aye

Commissioner Gillman: Aye

Commissioner Overby: Aye

Commission Chair Padgett: Aye

Commissioner Simon: Aye

Meeting adjourned at 9:54pm.

Burlington Department of Public Works Commission Meeting
Draft Minutes, November 18, 2015
645 Pine Street
(DVD of meeting may be on file at DPW)

COMMISSIONERS PRESENT: Robert Alberry; Tiki Archambeau (Vice Chair); Jim Barr; Chris Gillman (*via phone starting at 7:20pm*); Solveig Overby; Jeff Padgett (Chair); Tom Simon.

COMMISSIONERS ABSENT: None.

Item 1 - Call to Order - Welcome - Chair Comments

Commission Chair Padgett calls meeting to order at 6:32pm and makes opening comments.

Item 2 - Agenda

Commission Vice Chair Archambeau requests a special Public Forum for Mark Porter (running late due to an emergency) and to take Item D off the Consent Agenda – Item D is reassigned as Agenda Item 4.5. Commissioner Simon makes motion to adopt the amended agenda and is seconded by Commissioner Barr.

Action taken: motion approved;
“Ayes” are unanimous.

Item 3 - Public Forum

Item 4 - Consent Agenda

- A. North Street Accessible Space Relocation
- B. Convent Square Accessible Space
- C. State of Traffic Request Backlog - Consent Agenda

Commissioner Alberry makes motion to accept Consent Agenda and is seconded by Commission vice Chair Archambeau.

Action taken: motion approved;
“Ayes” are unanimous.

Item 4.5 - Additional Carshare VT Space in the Marketplace Garage

DPW Engineering Technician Damian Roy recaps Item 4.5. Commission Vice Chair Archambeau asks questions with DPW Director Chapin Spencer and Technician Roy answering.

Commission Vice Chair Archambeau makes motion to push Item 4.5 to 12/2015 meeting and is seconded by Commissioner Alberry.

Commission Chair Padgett opens special Public Forum allowing Carshare Vermont's Executive Director Annie Bourdon an opportunity to speak with the commission.

Commission Vice Chair Archambeau withdraws motion to push Item 4.5 to 12/2015 meeting. Commissioner Barr makes motion to approve Item 4.5 and is seconded by Commissioner Overby.

Action taken: motion approved;
Commissioner Gillman: N/A
Commissioner Barr: Aye

Commissioner Alberry: Aye
Commission Chair Padgett: Aye
Commission Vice Chair Archambeau: Nay
Commissioner Overby: Aye
Commissioner Simon: Aye

Commission Chair Padgett opens special Public Forum allowing Mr. Porter, Ward 1, time to talk about potential stop sign at North Williams St and Brooks Ave and the Residential Parking Plan.

Item 5 - Regulation of Parking on Sears Lane

A) Staff Presentation by Technician Roy where he speaks on the city's study and revaluation of on-street parking on Sears Ln.

Commissioner Gillman is called and joins the meeting via phone at 7:20pm

B) Commission Questions (see video)

The commission asks questions with Director Spencer, City Engineer and Assistant Director of Technical Services Norm Baldwin, and Technician Roy answering.

C) Public Comment

John Carlo, Ward 5, speaks in support of Item 5.

Rick Levinson, Ward 5 business owner, speaks against Item 5.

Roger Dickinson, representing Ward 5 developer Cresta Cooper Nedde LLC, speaks in support of Item 5.

D) Commissioner Discussion (see video)

E) Motion made by Commissioner Overby to accept Item 5.

Second by Commission vice Chair Archambeau.

Discussion

Commissioners Alberry and Simon would support Item 5 if the developer agreed to cost-sharing. Commission Chair Padgett and Commissioners Alberry and Overby talk about the safety needs of pedestrians. Director Spencer talks of high priority in 10 year plan to install sidewalks on north side of roadway.

Action taken: motion approved;

Votes need to be done individually due to Commissioner Simon attending via phone.

Commissioner Gillman: Aye

Commissioner Barr: Aye

Commissioner Alberry: Nay

Commission Chair Padgett: Aye

Commission Vice Chair Archambeau: Aye

Commissioner Overby: Aye

Commissioner Simon: Nay

Item 6 - Mansfield/Loomis Crosswalks

A) Staff Presentation by Technician Roy where he speaks on DPW's design solutions to increase pedestrian safety, installing traffic calming devices, and other proposed changes.

B) Commission Questions (see video)

The commission asks questions about the proposed project and public concerns.

C) Public Comment

Jim Langan, Ward 1, speaks in favor of a 3-way stop.

John Daly, Ward 1, speaks in favor of any work that can be done and a 3-way stop.

Rob Chandler, Ward 1, speaks in favor of a 3-way stop.

Rich Price, Ward 1, speaks in favor of a 3-way stop.

Hollie Shaner McRae, Ward 1, speaks in favor of a 3-way stop.

Glenn McRae, Ward 1, speaks in favor of a 3-way stop.

Sharon Bushor, Ward 1, speaks in favor of a 3-way stop.

D) Commissioner Discussion (see video)

The commission and the public engage in a discussion over Item 6.

E) Motion made by Commissioner Alberry to put in a 3-way stop.

Second by Commissioner Simon.

Commissioner Barr makes a friendly amendment to put in 3-way stop now while continuing to study pedestrian safety and traffic calming and Commissioner Alberry accepts. Commission Chair Padgett slightly alters friendly amendment so that putting in 3-way stop is contingent upon Mansfield Ave residents applying for the Neighborhood Enhancement and Traffic Calming Program which Commissioner Barr accepts.

Discussion

Action taken: motion with two friendly amendments approved;

Commissioner Gillman: Aye

Commissioner Barr: Aye

Commissioner Alberry: Aye

Commission Chair Padgett: Aye

Commission Vice Chair Archambeau: Nay

Commissioner Overby: Aye

Commissioner Simon: Aye

Item 7 - Railyard Enterprise Project

A) Chittenden County Regional Planning Commission Presentation by Program Manager Eleni Churchill where she speaks about purpose and need of the Railyard Enterprise Project and the 3 alternatives (plans 1B, 2, and 5B) they're looking to forward to the City Council for approval.

B) Commission Questions (see video)

The commission asks questions with Manager Churchill and Director Spencer answering.

C) Public Comment

D) Commissioner Discussion (see video)

E) Motion made by Commissioner Barr to endorse the work the Railyard Enterprise Project steering committee put into the alternatives and the project's overall direction.

Second by Commission Vice Chair Archambeau.

Discussion

Action taken: motion approved;

Commissioner Gillman: Aye

Commissioner Barr: Aye

Commissioner Alberry: Aye

Commission Chair Padgett: Aye

Commission Vice Chair Archambeau: Aye

Commissioner Overby: Aye
Commissioner Simon: Aye

Item 8 - Draft Minutes of 10-21-15 & 10-28-15

Commission Vice Chair Archambeau makes motion to table 10/21/2015 minutes.

Commissioner Alberry makes motion to approve 10/28/2015 minutes and is seconded by Commissioner Barr.

Action taken: motion approved;

Commissioner Alberry: Aye

Commission Vice Chair Archambeau: Aye

Commissioner Barr: Aye

Commissioner Gillman: Aye

Commissioner Overby: Aye

Commission Chair Padgett: Aye

Commissioner Simon: Aye

Item 9 - Director's Report

Director Spencer reports on Cliff Street sidewalk project, parking studies processes, FY17 Capital Budget details coming at 12/2015 meeting, and pay-by-cell parking pilot.

Item 10 - Commissioner Communications

Commissioner Barr comments on stop signs going in at Fleming and Colchester Ave intersection. Commission Vice Chair Archambeau would like to know more about Lakeside Ave and Pine St intersection project along with information on traffic circle at Mansfield Ave and North St. Commissioner Overby comments on having attended downtown parking plan meeting.

Item 11 - Executive Session for Appeal - 132 N. Winooski Ave

Moved to after meeting – Commissioner Simon, due to being friends with appellant witness, recuses himself.

Item 12 - Adjournment & Next Meeting Date - December 16, 2015

Motion to adjourn meeting made by Commissioner Simon and seconded by Commissioner Barr.

Action taken: motion approved;

Commissioner Alberry: Aye

Commission Vice Chair Archambeau: Aye

Commissioner Barr: Aye

Commissioner Gillman: Aye

Commissioner Overby: Aye

Commission Chair Padgett: Aye

Commissioner Simon: Aye

Meeting adjourned at 9:54pm.