



**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](http://www.burlingtonvt.gov/dpw)

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**Chapin Spencer**  
*DIRECTOR OF PUBLIC WORKS*

## **M E M O R A N D U M**

To: Hannah Cormier, Clerks Office  
From: Chapin Spencer, Director  
Date: October 12, 2017  
Re: Public Works Commission Agenda

Please find information below regarding the next Commission Meeting.

Date: **October 18, 2017**  
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 5 Min Agenda
- 3 10 Min Public Forum (3 minute per person time limit)
- 4 5 Min Consent Agenda
  - A Traffic Status Report
  - B Removal of No-Parking Zone on Strong St
  - C Relocation of Lafountain St. Accessible Space
  - D Temporary Bus Parking on Pearl St.

### **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    15 Min    Holiday Parking Incentive
  - A    Communication, P. Mulligan
  - B    Commissioner Discussion
  - C    Public Comment
  - D    Action Requested – Vote
  
- 6    30 Min    Great Streets – Draft Standards Presentation
  - A    Oral Presentation, L. Wheelock
  - B    Commissioner Discussion
  - C    Public Comment
  - D    Action Requested – None
  
- 7    10 Min    2018 Paving List
  - A    Communication, L. Wheelock
  - B    Commissioner Discussion
  - C    Public Comment
  - D    Action Requested – Vote
  
- 8    10 Min    Sidewalk 2 Year Work Plan - Update
  - A    Communication, L. Wheelock
  - B    Commissioner Discussion
  - C    Public Comment
  - D    Action Requested – None
  
- 9    15 Min    Public Engagement Plan
  - A    Communication, R. Goulding & N. Losch
  - B    Commissioner Discussion
  - C    Public Comment
  - D    Action Requested – Vote
  
- 10    5 Min    Approval of Draft Minutes of 9-20-17
  
- 11    10 Min    Director's Report
  
- 12    10 Min    Commissioner Communications
  
- 13            **Adjournment & Next Meeting Date – November 15, 2017**



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**Chapin Spencer**  
*DIRECTOR OF PUBLIC WORKS*

## MEMORANDUM

TO: PUBLIC WORKS COMMISSION  
FM: CHAPIN SPENCER, DIRECTOR  
DATE: OCTOBER 12, 2017  
RE: PUBLIC WORKS COMMISSION MEETING

Enclosed is the following information for the meeting on October 18, 2017 at 6:30 PM at  
**645 Pine St – Main Conference Room**

1. Agenda
2. Consent Agenda
3. Holiday Parking Incentive
4. 2018 Paving List
5. Sidewalk 2 Year Work Plan - Update
6. Public Engagement Plan
7. Approval of Draft Minutes of 9-20-17

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**Chapin Spencer**  
*DIRECTOR OF PUBLIC WORKS*

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- 9 15 Min Public Engagement Plan  
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- 10 5 Min Approval of Draft Minutes of 9-20-17
- 11 10 Min Director's Report
- 12 10 Min Commissioner Communications
- 13 **Adjournment & Next Meeting Date – November 15, 2017**



MEMORANDUM

October 12, 2017

**TO:** Public Works Commission  
**FROM:** Phillip Peterson, DPW Engineering Technician *PWP*  
**CC:** Norm Baldwin P.E., City Engineer  
**RE:** Traffic Request Status Report

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|                                  |    |
|----------------------------------|----|
| Number of Requests 09/14/17 =    | 57 |
| New Requests since 09/14/17 =    | 3  |
| Requests closed since 09/14/17 = | 6  |
| Number of Requests 10/12/17 =    | 54 |

**RFS BREAKDOWN BY TYPE\***

|                          |           | 09/14/17 | Change |
|--------------------------|-----------|----------|--------|
| Accessible Space:        | 3         | 4        | -1     |
| Resident Only Parking:   | 6         |          |        |
| Crosswalks:              | 21        |          |        |
| Driveway Encroachments:  | 0         |          |        |
| Signage:                 | 10        | 11       | -1     |
| Loading Zone:            | 3         |          |        |
| Area/Intersection Study: | 4         |          |        |
| Parking Prohibition:     | 3         | 4        | -1     |
| Bus Stop:                | 0         |          |        |
| Geometric Issues:        | 3         |          |        |
| Parking Meters:          | 1         |          |        |
| Other:                   | 0         |          |        |
| <b>TOTAL:</b>            | <b>54</b> |          |        |



## MEMORANDUM

October 12, 2017

**TO:** Public Works Commission

**FROM:** Phillip Peterson, DPW Engineer Technician *PM*

**CC:** Norm Baldwin P.E., City Engineer

**RE:** Removal of No Parking Zone on Strong Street

---

### Recommendations:

Staff recommends the Commission adopt:

- The removal of the existing no parking zone in front of 35 Strong Street.

### Background:

Staff received a request in September 2017 from Stephen Callahan a local resident at 39 Strong Street requesting the removal of the existing no parking zone in front of 35 Strong Street. The No-Parking zone was in place for a former resident who had severe asthma. The resident no longer lives there. Staff spoke to the current resident of 35 Strong Street, Ian Boyajian, and he confirmed this. Additionally, Mr. Boyajian supports the change.

### Observations:

1. Street Characteristics: Strong Street is a 30-foot-wide low volume residential street with on-street parking on both sides of the street. There are no other parking restrictions on Strong Street. There are no meters on Strong Street.
2. Public Outreach: Staff distributed thirty flyers to the apartment buildings and homes on Strong Street between Drew Street and Blodgett Street on October 3<sup>rd</sup>, 2017. Staff received six responses from local residents, four of the respondents support the removal of the existing no parking zone in front of 35 Strong Street.

### Conclusions:

The previous resident at 35 Strong Street had chemical sensitivities issues, which was the reason for the No-Parking zone in front of 35 Strong Street. With no reasonable technical reason for the No Parking Zone, the resident with the sensitivities issue not living at 35 Strong Street, and the feedback from residents supporting the modification; staff is recommending the DPW Commission remove the existing no parking zone in front of 35 Strong Street.

*NP 10/2/17*

10/10/17

Greetings, thanks for asking for input on changing the no parking area on front of 35 strong street. Please do NOT allow this change. It's hard enough to pass through this part of strong street as it is, and worse in the winter. I've had to back up when someone else has been coming the other way, and that area is the only place I don't fear hitting another car. My own car's mirror has been hit. Emergency and delivery vehicles also struggle to get through.

Please do not change the no parking designation. If anything, close parking on that entire side of the street.

Thank you.

Barbara Hermann

10/06/17

Staff received a phone call from local resident Mohammad Muktar; Mr. Muktar supports the removal of the no-parking zone

10/5/17

Dear Sir,

I am writing this email in response to a letter slipped under my door yesterday. The letter states the possible opening of parking in front of 35 Strong St. I would like to go on the record as being opposed to this idea. It is extremely difficult to get out of my driveway as it is. Please do not open more parking on Strong Street.

Thank you for your consideration,

Jeremy Kehoe

10/4/17

Hi Phillip-

I live at 36 Strong Street. I am in favor of the removal of the No Parking Zone at 35 Strong Street. Thank you.

--

Emma Merritt

Herbalist/Owner, Burlington Herb Clinic

[www.BTVherbclinic.com](http://www.BTVherbclinic.com)

[www.railyardapothecary.com](http://www.railyardapothecary.com)

10/03/17

Staff met with current resident of 35 Strong Street, Ian Boyajian; Mr. Boyajian supports the removal of the no-parking zone.

10/03/17

Staff spoke to Stephen Callahan a local resident at 39 Strong Street, he is requesting the removal of the existing no parking zone in front of 35 Strong Street. The No-Parking zone was in place for a former resident who had severe asthma.



NOTES:

Staff recommends removal of the following ordinance:

Appendix C: Rules and Regulations of the Traffic Commission

7 No-parking areas. No person shall park any vehicle at any time in the following locations: (449) In front of 35 Strong Street.



SCALE: 1" = 30'



STRONG STREET  
REMOVAL OF NO PARKING ZONE



**BURLINGTON  
PUBLIC WORKS  
ENGINEERING DIV.**

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

|                 |                 |
|-----------------|-----------------|
| DESIGNED<br>PMP | RFS<br>188      |
| DRAWN<br>PMP    | SCALE<br>1"=30' |
| CHECKED<br>NB   | DRAWN           |
| DATE            |                 |



## MEMORANDUM

October 12, 2017

**TO:** Public Works Commission

**FROM:** Phillip Peterson, DPW Engineer Technician *PP*

**CC:** Norm Baldwin P.E., City Engineer *NB*

**RE:** Relocation of Lafountain Street Accessible Space

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### Recommendations:

Staff recommends that the Commission adopt:

- The addition of a new Accessible Space on the west side of Lafountain Street in the first space south of Manhattan Drive.
- The removal of an Accessible Space in front of 45 Lafountain Street.

### Background:

Staff received a request from Luanne North to install an on-street accessible parking close to her home at 105 Lafountain Street. Ms. North states the space is necessary so she may have reasonable access to her home. Additionally, Ms. North does not have a curb cut or driveway for her property. During the initial investigation, staff was notified by local resident Tracey Durgan, the existing Accessible Space at 45 Lafountain Street is hardly used.

### Observations:

1. Lake Street is a 27-foot-wide collector roadway providing primary access to Manhattan Drive and North Street. There is no parking permitted on the east side of Lafountain Street. Lafountain Street has no meters.
2. There is one accessible space along Lafountain Street, at 45 Lafountain Street; which is approximately 655 feet away from Ms. North's property. There is another accessible space in the area on the north side of North Street in the first space east of Lafountain Street, which is approximately 1,130 feet away from Ms. North's property.

3. Public outreach: Staff distributed forty (40) flyers to the homes on Lafountain Street on September 1<sup>st</sup>, 2017. Staff received five (5) responses from local residents, 4 were email and one was a telephone call; four out of the five responses support the proposed changes. The phone call was from local resident Sharon Robar; Ms. Robar thinks the change is a great idea.

### **Conclusions:**

An accessible space would provide Ms. North reasonable access to her home. Additionally, the proposed accessible space will be close to several homes and the Integrated Arts Academy; having an accessible space would benefit the disabled community in this area. The Accessible Space in front of 45 Lafountain Street was vacant each time a site visit was conducted. Essentially, moving the accessible space from 45 Lafountain Street to 105 Lafountain Street would be good for everyone.



**NOTES:**

Staff recommends amendment of the following ordinance:

Appendix C; Rules and Regulations of the Traffic Commission

7A Accessible spaces designated. No person shall park any vehicle at any time in the following locations, except automobiles displaying special handicapped license plates issued pursuant to 18 V.S.A. § 1325, or any amendment or renumbering thereof: (75) On the west side of Lafountain Street in the first space south of Manhattan Drive.



SCALE: 1" = 30'



105 LAFOUNTAIN STREET  
ACCESSIBLE PARKING SPACE



**BURLINGTON  
PUBLIC WORKS  
ENGINEERING DIV.**

645 PINE STREET  
BURLINGTON, VT 05401  
(802) 863-9084

|                  |          |
|------------------|----------|
| DESIGNED<br>PMP  | RF<br>17 |
| DRAWN<br>PMP     | SC<br>1" |
| CHECKED<br>NB    | DRAW     |
| DATE<br>10/11/17 |          |

## Phillip Peterson

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**From:** Kim Fiske <kdf54@yahoo.com>  
**Sent:** Friday, September 01, 2017 11:48 AM  
**To:** Phillip Peterson  
**Subject:** ACCESSIBLE PARKING SPACE NEAR 105 LAFOUNTAIN ST.

HELLO P. PETERSON- GOT YOUR FLYER THIS MORNING...INSTALLING A SIGNED ACCESSIBLE PARKING SPACE NEAR 105 LAFOUNTAIN ST. IS FINE WITH US...THE FISKE FAMILY, 95 LAFOUNTAIN STREET...802-503-7767-

## Phillip Peterson

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**From:** Tracey Durgan <tracey.durgan@gmail.com>  
**Sent:** Thursday, September 07, 2017 8:56 AM  
**To:** Phillip Peterson  
**Subject:** Additional Accessible Parking Space on Lafountain Street

Dear Phillip Peterson,

Thanks for inviting feedback from Lafountain St. residents.

What about moving the existing Accessible Parking Space--in front of 45 Lafountain--closer to 105?

The existing space is hardly, if ever, used. I always notice its emptiness as I walk home from parking my car Rose, Cedar, Spring, or other streets when Lafountain spaces are full--which they frequently are, especially after 5.

If my observations are wrong, I wouldn't want to deprive a disabled person of an accessible parking space. But if that space is as unused as I think it is, then moving it closer to 105 seems an easy solution.

Thanks again,

Tracey Durgan

## Phillip Peterson

---

**From:** mariana.munoz1792@gmail.com  
**Sent:** Monday, September 18, 2017 1:23 PM  
**To:** Phillip Peterson  
**Subject:** 105 LaFountain St Accessible Parking

Hello,

My fellow roommates and I am contacting you in regards to the letter about making an accessible parking space in front of 105 LaFountain St. As a resident near 105 we feel that there really isn't enough space on our end of the street to begin with and it looks like that property has two off street spots already available to them, which they can use, but now occupy with an unutilized vehicle when it could be utilized in a more efficient manner instead of cutting one more available on street parking space from other residents like ourselves who do not have off street parking as an option. There is a limited amount of spaces to park in to begin with which at times are occupied by other residents who like to have off street parking available to them, and therefore, we as some of those that do not have that option would be opposed to further limiting the amount of parking available to us.

Thank You,  
LaFountain St Resident

## Phillip Peterson

---

**From:** David Scherr <davidscherr@gmail.com>  
**Sent:** Sunday, October 01, 2017 6:59 PM  
**To:** Phillip Peterson  
**Subject:** Accessible Parking Space, Lafountain Street

Hello Mr. Peterson,

I live at 101 Lafountain Street and I strongly support moving the Accessible Parking Space closer to 105 Lafountain Street. The folks at 105 Lafountain Street are good neighbors and I support helping them out. I have off-street parking (as does 99 Lafountain) so our building is not inconvenienced by any change in the street parking.

Best,

David Scherr

802-558-6022



## MEMORANDUM

October 12, 2017

**TO:** Public Works Commission

**FROM:** Phillip Peterson, DPW Engineer Technician *PMP*

**CC:** Norm Baldwin P.E., City Engineer

**RE:** Bus Parking at Pearl Street and South Champlain Street

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### Recommendations:

Staff recommends the Commission adopt:

1. The following spaces are hereby designated as bus stops:
  - a. On the north side of Pearl Street beginning one hundred thirty-two (132) feet west of Pine Street and continuing west for fifty-eight (58) feet, effective from 7:00 a.m. to 2:00 p.m.
  - b. On the west side of South Champlain Street beginning ninety (90) feet north of Main Street and continuing for a distance of one hundred thirty (130) feet north, for a maximum time limit of three (3) hours between the hours of 8:00 a.m. and 6:00 p.m.
2. No person shall park any vehicle, at any time, longer than thirty (30) minutes at the following locations:
  - a. On the north side of Pearl Street beginning one hundred thirty-two (132) feet west of Pine Street and continuing west for fifty-eight (58) feet, effective from 2:00 p.m. to 7:00 a.m.
3. All spaces on Pearl Street will return to metered parking once BTC Phase 1 construction is complete.

### Background:

As part of the Burlington Town Center (BTC) project, Green Mountain Transit (GMT) bus parking will have to be relocated. The approved project plans include two areas for the GMT bus stops: one on Pearl Street and the other on South Champlain Street. During Phase 1, the BTC Project will encumber approximately 10,600 SF between the existing Macy's and LL Bean for the purpose of placing construction barriers, vehicles, and generally supporting related construction activities. West-bound traffic will shift to the existing Green Mountain Transit/public parking lane, while east-bound traffic will shift to the existing west-bound travel lane. Temporary, solid white lane lines will be utilized to show the

*110 10/12/17*

shift in traffic flow. During Stage 2, the BTC Project will encumber approximately 5,000 SF between the new St. Paul and Pine Streets to accommodate pedestrian overhead protection.

**Observations:**

1. Pearl Street is a forty-seven (47) foot wide high volume arterial collector street, with metered parking on both sides of the street.
2. The space on the west side of South Champlain Street beginning ninety (90) feet north of Main Street and continuing for a distance of one hundred thirty (130) feet north, for a maximum time limit of three (3) hours between the hours of 8:00 a.m. and 6:00 p.m. is already used as a space for tour buses.
3. Public outreach: Staff distributed flyers to the homes, businesses, and apartments on Pearl Street between Pine Street and North Champlain Street on October 1<sup>st</sup>, 2017, and distributed flyers to the homes, businesses, and apartments on South Champlain Street between Main Street and College Street on October 6<sup>th</sup>, 2017. Staff received no responses.

**Conclusions:**

The parking prohibitions which necessitates the relocation of the GMT bus stops, on Cherry Street is a reasonable approach to increasing safety for both motorists and pedestrians during Phase 1 of the BTC project. Methods used to protect the public for the duration of Phase 1 will include temporarily rerouting all traffic away from the BTC project site utilizing the north side of Cherry Street, consequently parking must be prohibited during this stage of construction. Installing these bus stops on Pearl Street and South Champlain Street would enable the GMT buses servicing the nearby areas to load/off-load passengers safely and efficiently. Upon completion of BTC Phase 1 work, metered parking on Pearl Street will be restored.



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Department of Public Works

Technical Services Engineering Division  
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[www.burlingtonvt.gov/DPW](http://www.burlingtonvt.gov/DPW)

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## Dear Pine Street Residents,

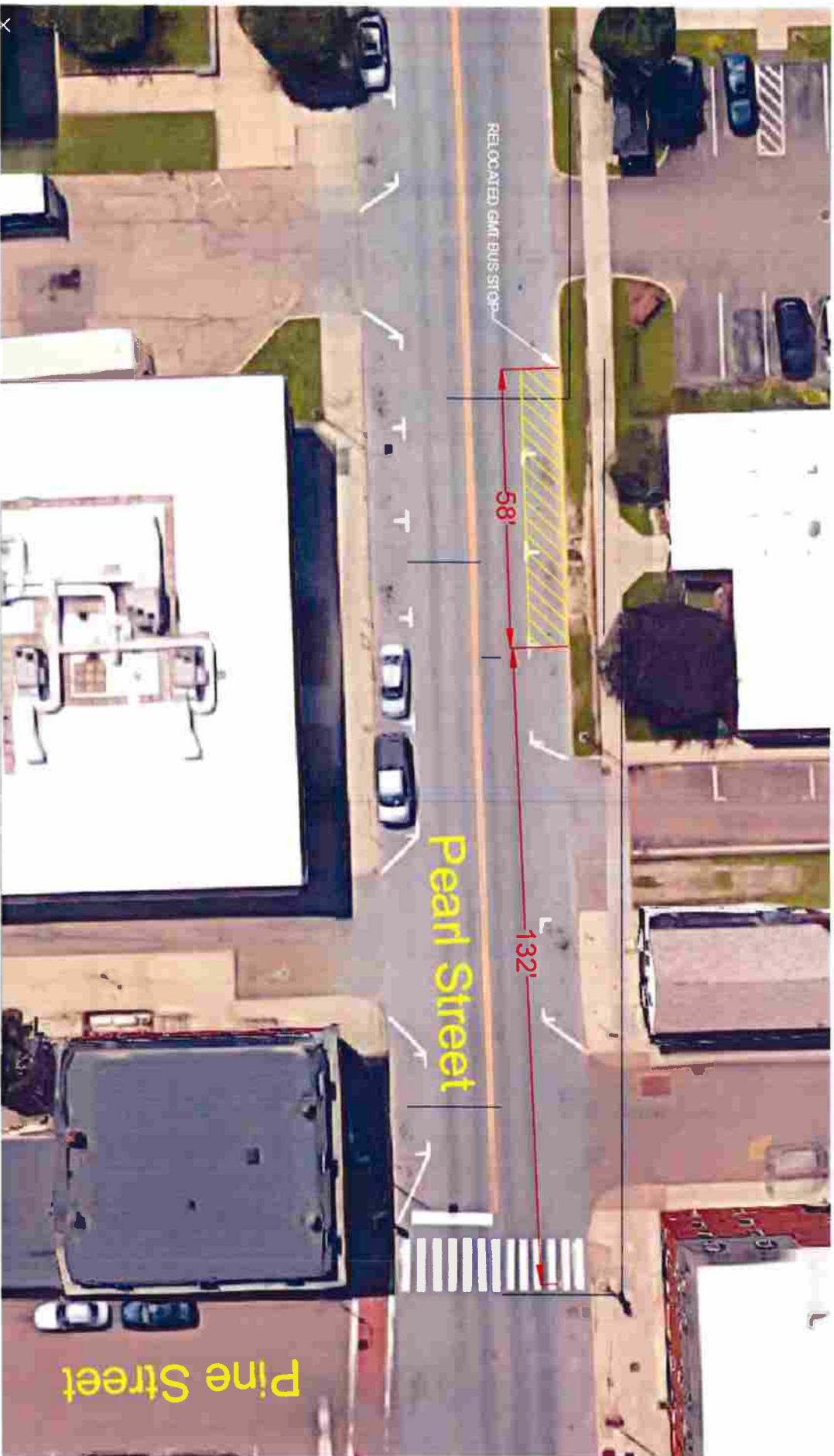
The Department of Public Works (DPW) is proposing the temporary relocation of GMT Bus Parking during Burlington Town Center construction. See the attached image for the proposed changes.

DPW would like to ask for your feedback regarding the possibility of this designation.

Please respond via email or phone by October 11th so that your feedback may be considered during our evaluation.

Thank you!

Phillip Peterson, Engineering Technician  
Desk: 802.865.5832  
Email: [ppeterson@burlingtonvt.gov](mailto:ppeterson@burlingtonvt.gov)





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## Dear South Champlain Street Residents,

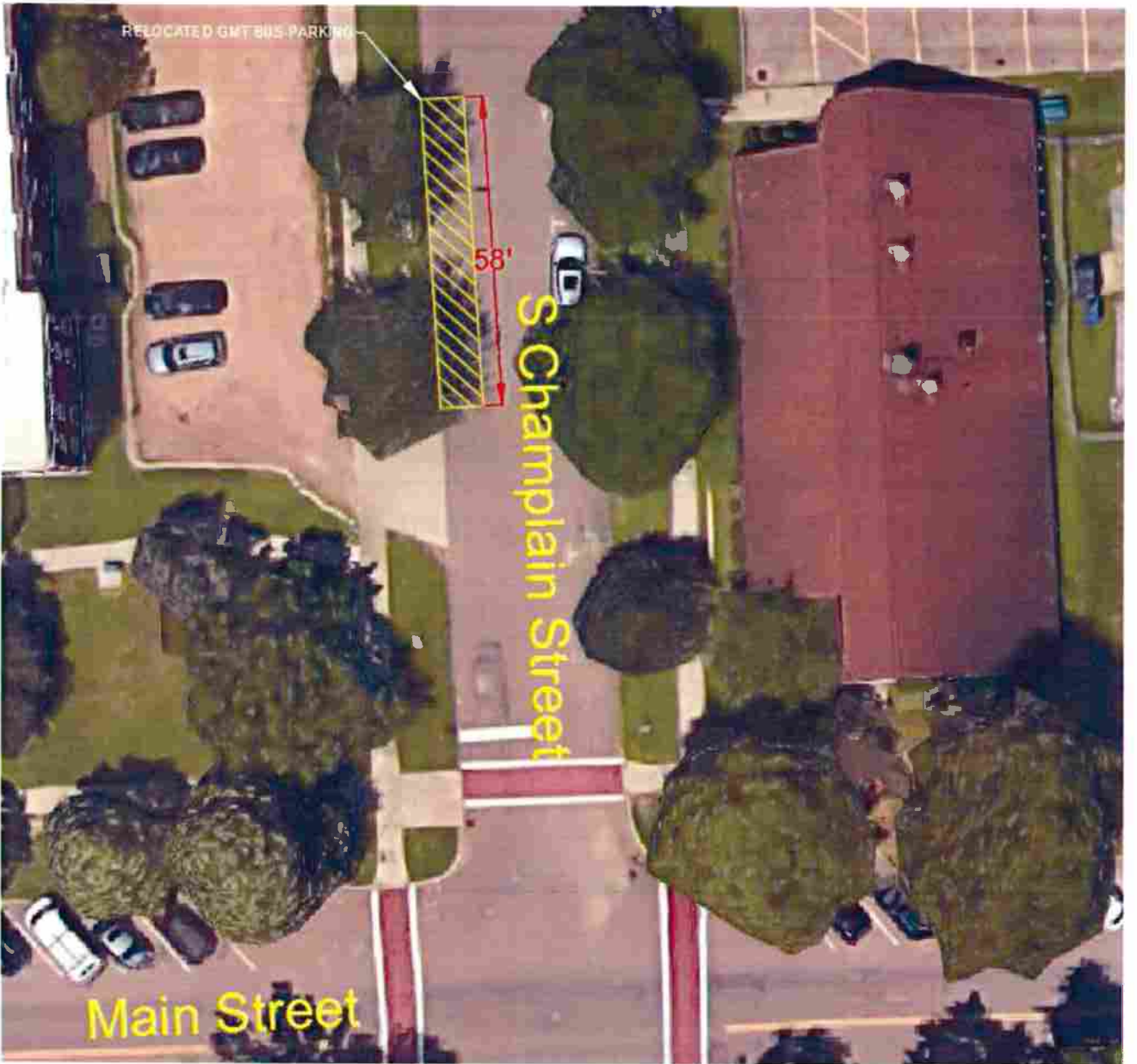
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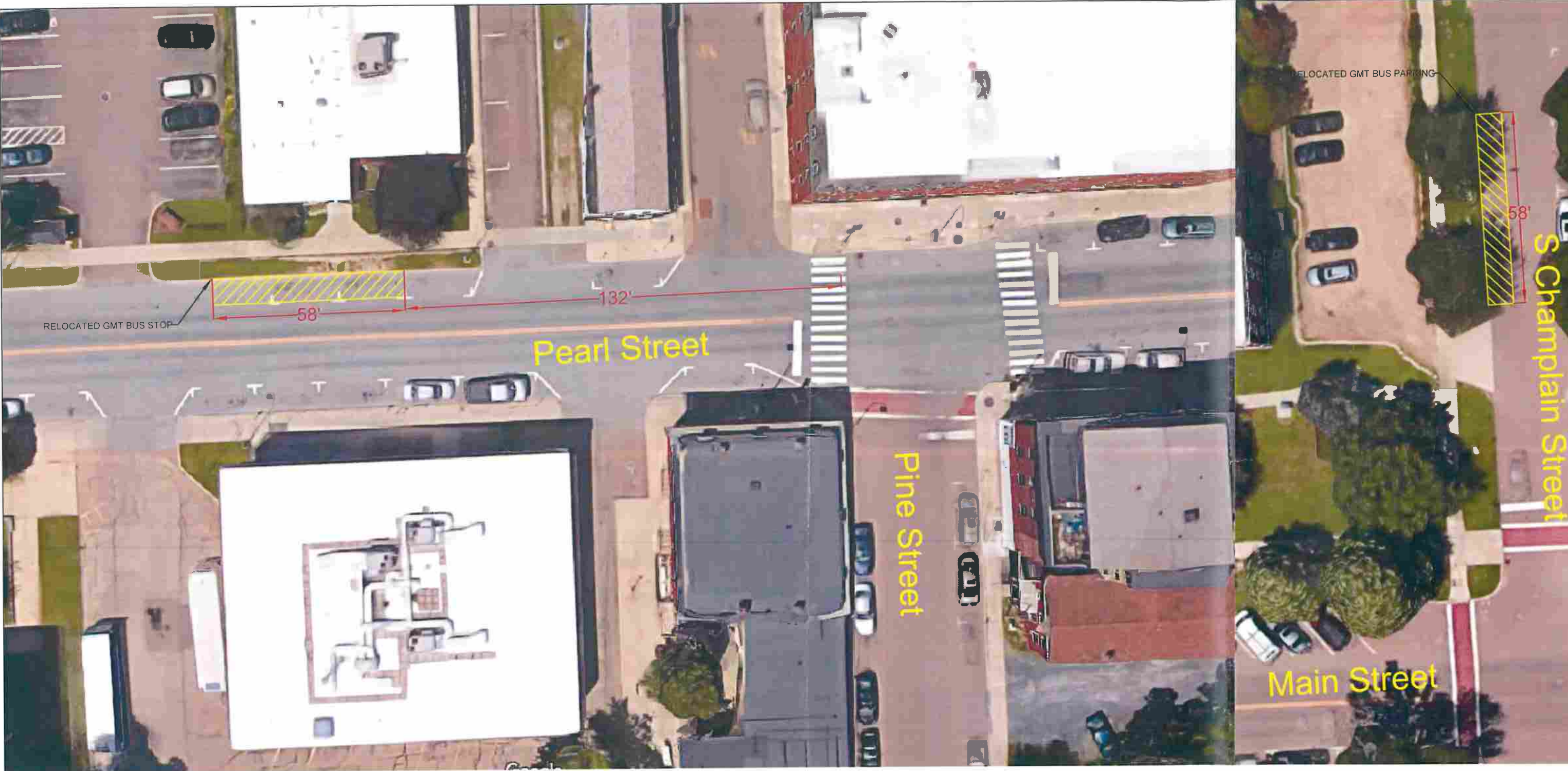
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Phillip Peterson, Engineering Technician  
Desk: 802.865.5832  
Email: [ppeterson@burlingtonvt.gov](mailto:ppeterson@burlingtonvt.gov)





**NOTES:**

Staff recommends amendment of the following ordinance:

Appendix C: Rules and Regulations of the Traffic Commission

1. The following spaces are hereby designated as bus stops:

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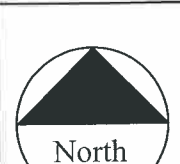
Appendix C: Rules and Regulations of the Traffic Commission

1. No person shall park any vehicle, at any time, longer than thirty (30) minutes at the following locations:

- a. On the north side of Pearl Street beginning one hundred thirty-two (132) feet west of Pine Street and continuing west for fifty-eight (58) feet, effective from 2:00 p.m. to 7:00 a.m.



SCALE: 1" = 30'



**BURLINGTON TOWN CENTER  
PROPOSED BUS STOP RELOCATION  
ON  
PEARL STREET AND**



**BURLINGTON  
PUBLIC WORKS  
ENGINEERING DIV.**

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

|                 |           |
|-----------------|-----------|
| DESIGNED<br>PMP | RFS<br>N  |
| DRAWN<br>PMP    | SC<br>1"= |
| CHECKED<br>NB   | DRAWN     |
| DATE<br>10/1/17 |           |



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**Chapin Spencer**  
DIRECTOR OF PUBLIC WORKS

## MEMORANDUM

**TO:** DPW Commission

**From:** Chapin Spencer, Director  
Patrick Mulligan, Assistant Director -- Parking & Traffic

**Date:** October 12, 2017

**RE:** Holiday Parking Promotion

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### Background:

For approximately two decades up until 2014, the Department of Public Works (DPW) in conjunction with Church Street Marketplace (CSM) provided a free Holiday Parking incentive program to encourage people to conduct their holiday shopping in Burlington. Traditionally it started Friday evening (Burlington Police stopped enforcement of meters after 4:00 pm on Friday) and included all day Saturday for metered spaces and parking garages. Because Sunday is free, CSM promoted the event as "Weekends are Free" for downtowns metered spaces and parking garages. This promotion was extended to include the day after Thanksgiving (Black Friday). While this promotion was very popular, it had some drawbacks.

- ) It did not encourage parking turnover as parking was free throughout the weekend. As a result, there were long parking stays by downtown employees, residents and others at prime on-street spaces when the goal was to provide a parking incentive for shoppers.
- ) It required the use of thousands of disposable plastic bags.
- ) It was an expensive promotion for the Traffic Fund – forgoing an estimated \$50,000 of revenue from the on-street meters and the sponsorship funding for the program did not go back into the Traffic Fund.

### A Retooled and Targeted Holiday Parking Campaign:

As a new collaborative effort between the Department of Public Works, Burlington Business Association (BBA) and the Church Street Marketplace to increase traffic to downtown Burlington during the holiday season, while also promoting the use of the Parkmobile pay-by-

cell parking app, we will provide two hours of free on-street parking with a unique promotional code generated by Parkmobile on the following Saturdays, 10:00 am to 10:00 pm.

- ) Saturday, November 25, 2017
- ) Saturday, December 2, 2017
- ) Saturday, December 9, 2017
- ) Saturday, December 16, 2017

This new holiday parking promotion seeks to improve on the previous effort:

- ) **Ensuring Turnover:** By keeping meter enforcement during high demand periods, it will encourage downtown employees, residents and others to use appropriate long term parking options. The two-hour free parking promotion will keep the valuable on-street spaces turning over with shorter-term parkers. The code will be valid for a one-time use on each Saturday to limit abuse.
- ) **Reducing Waste, Labor:** This incentive does not require the production, installation and removal of the plastic meter bags.
- ) **Targeting Resources Wisely:** The two-hour free parking promotion provides a meaningful incentive while being a more financially manageable program for the Traffic Fund. In addition, the sponsorship support from the Church Street Marketplace and others will further limit the financial exposure to the Traffic Fund.

While this will be the first year running this promotion, we are estimating that approximately \$2,500 worth of meter revenues will be foregone through the use of the promotional code each day. The Church Street Marketplace will fund the cost of all parking codes utilized during the outlined dates and times, with help from sponsors, up to \$10,000.00. DPW will fund any costs in excess of the \$10,000 CSM contribution through the Downtown Improvement District's annual contribution to the Traffic Fund.

Church Street Marketplace will promote this special 2017 Holiday Parking Promotion as a joint effort between the Department of Public Works, the Church Street Marketplace and the Burlington Business Association and will encourage visitors to download the app prior to coming downtown. CSM will advertise this campaign through extensive digital platforms, print advertising and radio partnerships. Additionally, DPW and BBA will utilize their own resources to notify the general public. This promotion will be open to all visitors utilizing Parkmobile and parking in the designated downtown zones. It is important to note that downtown visitors can use any type of phone, not just a smartphone, to pay with Parkmobile. Instructions are on the meters or on [www.parkmobile.com](http://www.parkmobile.com). As always, parking on-street and in City garages is free on Sundays.

After consultation with the City Attorney, we understand that this promotion does not require Commission action, but wanted to keep you informed. Do not hesitate to contact me with any questions.



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# Memo

*Date:* October 11, 2017

*To:* DPW Commission

*From:* Laura Wheelock, P.E.  
Public Works Engineer  
Street Capital Program Manager

*Subject:* Calendar Year 2018 Street Reconstruction Paving List  
Complete Streets Acceptance

---

## Program Update

The Department of Public Works (DPW) has been actively working on developing paving plans for the summer of 2018, refining the data within our Paver database, and capital planning of the program's immediate and future needs. This would include development of a 5 year paving program as previously tasked to DPW by the Commission in January of 2015. This 5 year paving program would serve three purposes:

- Advanced notification to residents of work.
- Coordination of the paving program with other DPW programs such as Water/Wastewater/Stormwater and Transportation.
- 5 year paving program is tied to the Complete Streets requirements and coordination.

The infrastructure vote of 2016 has dramatically changed the 5 year work projections for streets with the additional funds. As such, a coordinated 5 year work plan is still being developed.

The complete streets program is to review all streets with significant reconstruction work, review their features to determine how they align with complete street elements, such as bicycle/pedestrian facilities, green spaces, lighting, etc. Act 44 passed by Vermont Legislature in 2011 requires that every project of significant reconstruction consider inclusion of complete streets elements. One of the largest issues that the City of Burlington

faces is on streets where there is no sidewalk on either side of the street. The law requires that for project streets that do not have those elements, and does not include them within the project that an exemption is filed.

At the January 2015 Commission meeting it was discussed that Burlington's annual approach to paving does not allow enough time to incorporate complete street elements such as sidewalks as there is not enough time to design these features ahead of paving, among other challenges such as the increased costs. This is where the 5 year paving program would allow for future identification of streets that do not satisfy the complete streets requirements to better follow the complete streets program and allow enough time to design such elements that should be included and plan for funding/implementation.

The 5 year paving plan at this time is heavily tied to the capital planning for the immediate and future needs of the program. With the recent bond vote in November 2016, DPW is coordinating within our department and other city departments to put together a work plan that considers all work happening on a street. As such the 5 year paving plan will be discussed at a later date.

As it relates to this seasons paving list, DPW is presenting to the Commission our work plan for summer of 2018.

#### Summer 2018 Street Reconstruction List

This communication is to inform the Commission of the work plan which includes a mix of mill/fill, and reclaiming. Our work plan has been coordination with other DPW and City departments to understand all needs on the streets ahead of paving. Funding is a mix of the recently voter approved Bond for Street and Sidewalk Improvements, as well as Street Capital Tax Funds.

The table below outlines both funding source identified for the work as well as the potential for the timing of the work. This plan for summer 2018 includes approximately 0.34 miles of mill and fill, and 3.67 miles of reclaiming. The engineer's estimate for this work is \$1,700,000.

The work is planned to start April 2018 and complete October 2018.

#### Complete Streets

Within the proposed work plan, DPW has reviewed all of the streets for their compliance with Complete Streets. Of the streets with planned work, all of them comply.

| Cal Year 2018 Paving Plan |                                         |       |       |        |                 |
|---------------------------|-----------------------------------------|-------|-------|--------|-----------------|
| Branch ID                 | Section                                 | PCI   | Width | Length | Type of Work    |
| Austin Dr                 | All                                     | 13    | 30    | 0.32   | Reclaim         |
| Birch Ct                  | All                                     | 52    | 30    | 0.38   | Reclaim         |
| Cayuga Ct                 | All                                     | 52    | 30    | 0.25   | Reclaim         |
| Colchester Ave            | Barrett St – Nash Pl                    | 56    | 35    | 0.34   | Mill & Fill     |
| Crescent                  | Prospect - Hillcrest                    | 37    | 30    | 0.38   | Reclaim         |
| Curtis                    | All                                     | 30    | 30    | 0.47   | Reclaim         |
| Dorset Ln                 | All                                     | 68    | 30    | 0.05   | Reclaim         |
| Dunder Rd                 | All                                     | 25    | 30    | 0.29   | Reclaim         |
| Maple                     | Battery – St. Paul East of Intersection | 35-53 | 30    | 0.22   | Reclaim         |
| Oakbeach Dr               | Flynn – Ledgewood Cir                   | 51    | 30    | 0.21   | Reclaim         |
| Pleasant                  | All                                     | 23    | 30    | 0.44   | Reclaim         |
| South Cove                | All                                     | 44    | 30    | 0.66   | Reclaim         |
| Total                     |                                         |       |       | 3.67   | MILES Reclaim   |
| Total                     |                                         |       |       | 0.34   | MILES Mill/Fill |

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In conclusion, if you have any questions regarding the proposed street paving list, please do not hesitate to contact me directly at [LWheelock@burlingtonvt.gov](mailto:LWheelock@burlingtonvt.gov) or 802-863-9094.

## COMPLETE STREETS PROJECT REPORTING FORM

*Form CS-1*

*A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.*

Project Name Austin Drive

Project Manager and Department Laura K. Wheelock PE, DPW

Date 10/06/2017 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2018 Street Paving FY18-19\1 -DESIGN\Complete Streets

---

*Complete Streets principles WERE considered.*

☒ [Form CS-2](#) attached

---

*Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)*

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.

*Identify the limited access roadway:* \_\_\_\_\_

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.

☐ [Form CS-3](#) attached

☐ The project scope of work was approved prior to July 1, 2011.

*Identify the project:* \_\_\_\_\_

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

---

This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg  
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

---

## Form CS-2N

## STREET CLASSIFICATION – NEIGHBORHOOD STREET

*Any street not listed above.*

Street Name: Austin Drive

*The following features should be considered on Burlington's Neighborhood Streets*

### Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

### Tree Belt

- ☒ 5' minimum
- ☒ 2' minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

### Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

### Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no stops on road

### Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

### Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

## MUNICIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

Act 34 became effective July 1, 2011 and requires that the needs of all transportation users, regardless of their age, ability, or preferred mode of transportation be considered in state and municipal transportation projects and project phases. This project compliance form serves to document that Complete Streets practices and principles were considered and implemented where applicable for the project listed below. This project compliance form should be completed and retained in the Town's files and a copy provided to VTrans via the Regional Planning Commission.

Road: Austin Drive

Project Description: **Cal Yr 2018 paving program**

**Compliance** – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

- |                                                                                           |                                                                                      |
|-------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Sidewalks: installation, repair, ramps, railing, etc. | <input checked="" type="checkbox"/> Pavement Improvements: replacement, repair, etc. |
| <input checked="" type="checkbox"/> Crosswalks: installation, repair, markings, etc.      | <input type="checkbox"/> Shoulder Improvements: widen with new pavement.             |
| <input checked="" type="checkbox"/> Lighting: street or pedestrian scale.                 | <input type="checkbox"/> Bike/Shared Use: paths, lanes, etc.                         |
| <input checked="" type="checkbox"/> Signals: pedestrian features.                         | <input type="checkbox"/> Public Transit: bus stops, bus pullouts, kiosks, etc.       |
| <input type="checkbox"/> Streetscaping: benches, bulbouts, landscaping,                   | <input type="checkbox"/> Other (please describe):                                    |

**Exemption** – If applicable, select one.

- ☐ The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- ☐ Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Laura K. Wheelock PE

Project Manager

10/06/2017

Name

Position

Date

## COMPLETE STREETS PROJECT REPORTING FORM

*Form CS-1*

*A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.*

Project Name Birch Ct

Project Manager and Department Laura K. Wheelock PE, DPW

Date 10/06/2017 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program - Paving\CALYR 2018 Street Paving FY18-19\1 -DESIGN\Complete Streets

---

*Complete Streets principles WERE considered.*

☒ [Form CS-2](#) attached

---

*Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)*

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.

*Identify the limited access roadway:* \_\_\_\_\_

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.

☐ [Form CS-3](#) attached

☐ The project scope of work was approved prior to July 1, 2011.

*Identify the project:* \_\_\_\_\_

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

---

This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg  
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

---

## Form CS-2N

## STREET CLASSIFICATION – NEIGHBORHOOD STREET

*Any street not listed above.*

Street Name: Birch Ct

*The following features should be considered on Burlington's Neighborhood Streets*

### Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

### Tree Belt

- ☒ 5' minimum
- ☒ 2' minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

### Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

### Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no stops on road

### Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

### Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

## MUNICIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

Act 34 became effective July 1, 2011 and requires that the needs of all transportation users, regardless of their age, ability, or preferred mode of transportation be considered in state and municipal transportation projects and project phases. This project compliance form serves to document that Complete Streets practices and principles were considered and implemented where applicable for the project listed below. This project compliance form should be completed and retained in the Town's files and a copy provided to VTrans via the Regional Planning Commission.

Road: Birch Ct

Project Description: **Cal Yr 2018 paving program**

**Compliance** – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

- |                                                                                           |                                                                                      |
|-------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Sidewalks: installation, repair, ramps, railing, etc. | <input checked="" type="checkbox"/> Pavement Improvements: replacement, repair, etc. |
| <input type="checkbox"/> Crosswalks: installation, repair, markings, etc.                 | <input type="checkbox"/> Shoulder Improvements: widen with new pavement.             |
| <input checked="" type="checkbox"/> Lighting: street or pedestrian scale.                 | <input type="checkbox"/> Bike/Shared Use: paths, lanes, etc.                         |
| <input checked="" type="checkbox"/> Signals: pedestrian features.                         | <input type="checkbox"/> Public Transit: bus stops, bus pullouts, kiosks, etc.       |
| <input type="checkbox"/> Streetscaping: benches, bulbouts, landscaping,                   | <input type="checkbox"/> Other (please describe):                                    |

**Exemption** – If applicable, select one.

- ☐ The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- ☐ Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Laura K. Wheelock PE

Project Manager

10/06/2017

Name

Position

Date

## COMPLETE STREETS PROJECT REPORTING FORM

*Form CS-1*

*A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.*

Project Name Cayuga Ct

Project Manager and Department Laura K. Wheelock PE, DPW

Date 10/06/2017 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program - Paving\CALYR 2018 Street Paving FY18-19\1 -DESIGN\Complete Streets

---

*Complete Streets principles WERE considered.*

☒ [Form CS-2](#) attached

---

*Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)*

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.

*Identify the limited access roadway:* \_\_\_\_\_

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.

☐ [Form CS-3](#) attached

☐ The project scope of work was approved prior to July 1, 2011.

*Identify the project:* \_\_\_\_\_

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

---

This form was distributed:

Click here to enter a date.

Clerk / Treasurer's Office, Attn: Lori Olberg

Click here to enter a date.

Agency of Transportation, Attn: Chris Cole

---

## Form CS-2N

## STREET CLASSIFICATION – NEIGHBORHOOD STREET

*Any street not listed above.*

Street Name: Cayuga Ct

*The following features should be considered on Burlington's Neighborhood Streets*

### Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

### Tree Belt

- ☒ 5' minimum
- ☒ 2' minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

### Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

### Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no stops on road

### Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

### Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

## MUNICIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

Act 34 became effective July 1, 2011 and requires that the needs of all transportation users, regardless of their age, ability, or preferred mode of transportation be considered in state and municipal transportation projects and project phases. This project compliance form serves to document that Complete Streets practices and principles were considered and implemented where applicable for the project listed below. This project compliance form should be completed and retained in the Town's files and a copy provided to VTrans via the Regional Planning Commission.

Road: Cayuga Ct

Project Description: **Cal Yr 2018 paving program**

**Compliance** – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

- |                                                                                           |                                                                                      |
|-------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Sidewalks: installation, repair, ramps, railing, etc. | <input checked="" type="checkbox"/> Pavement Improvements: replacement, repair, etc. |
| <input type="checkbox"/> Crosswalks: installation, repair, markings, etc.                 | <input type="checkbox"/> Shoulder Improvements: widen with new pavement.             |
| <input checked="" type="checkbox"/> Lighting: street or pedestrian scale.                 | <input type="checkbox"/> Bike/Shared Use: paths, lanes, etc.                         |
| <input checked="" type="checkbox"/> Signals: pedestrian features.                         | <input type="checkbox"/> Public Transit: bus stops, bus pullouts, kiosks, etc.       |
| <input type="checkbox"/> Streetscaping: benches, bulbouts, landscaping,                   | <input type="checkbox"/> Other (please describe):                                    |

**Exemption** – If applicable, select one.

- ☐ The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- ☐ Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Laura K. Wheelock PE

Project Manager

10/06/2017

Name

Position

Date

## COMPLETE STREETS PROJECT REPORTING FORM

*Form CS-1*

*A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.*

Project Name Colchester Ave – Barrett – Nash Pl

Project Manager and Department Laura K. Wheelock PE, DPW

Date 10/06/2017 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2018 Street Paving FY18-19\1 -DESIGN\Complete Streets

---

*Complete Streets principles WERE considered.*

☒ [Form CS-2](#) attached

---

*Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)*

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.

*Identify the limited access roadway:* \_\_\_\_\_

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.

☐ [Form CS-3](#) attached

☐ The project scope of work was approved prior to July 1, 2011.

*Identify the project:* \_\_\_\_\_

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

---

This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg  
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

---

## Form CS-2N

## STREET CLASSIFICATION – NEIGHBORHOOD STREET

*Any street not listed above.*

Street Name: Colchester Ave – Barrett – Nash Pl

*The following features should be considered on Burlington's Neighborhood Streets*

### Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

### Tree Belt

- ☒ 5' minimum
- ☒ 2' minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

### Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

### Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no stops on road

### Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

### Transit Stops

- ☒ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES:

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

## MUNICIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

Act 34 became effective July 1, 2011 and requires that the needs of all transportation users, regardless of their age, ability, or preferred mode of transportation be considered in state and municipal transportation projects and project phases. This project compliance form serves to document that Complete Streets practices and principles were considered and implemented where applicable for the project listed below. This project compliance form should be completed and retained in the Town's files and a copy provided to VTrans via the Regional Planning Commission.

Road: Colchester Ave – Barrett – Nash Pl

Project Description: **Cal Yr 2018 paving program**

**Compliance** – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

- |                                                                                           |                                                                                           |
|-------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Sidewalks: installation, repair, ramps, railing, etc. | <input checked="" type="checkbox"/> Pavement Improvements: replacement, repair, etc.      |
| <input checked="" type="checkbox"/> Crosswalks: installation, repair, markings, etc.      | <input type="checkbox"/> Shoulder Improvements: widen with new pavement.                  |
| <input checked="" type="checkbox"/> Lighting: street or pedestrian scale.                 | <input type="checkbox"/> Bike/Shared Use: paths, lanes, etc.                              |
| <input checked="" type="checkbox"/> Signals: pedestrian features.                         | <input checked="" type="checkbox"/> Public Transit: bus stops, bus pullouts, kiosks, etc. |
| <input type="checkbox"/> Streetscaping: benches, bulbouts, landscaping,                   | <input type="checkbox"/> Other (please describe):                                         |

**Exemption** – If applicable, select one.

- ☐ The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- ☐ Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under “Exemption” are checked please provide a short justification below:

Completed:

Laura K. Wheelock PE

Project Manager

10/06/2017

Name

Position

Date

## COMPLETE STREETS PROJECT REPORTING FORM

*Form CS-1*

*A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.*

Project Name Crescent Rd

Project Manager and Department Laura K. Wheelock PE, DPW

Date 10/06/2017 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program - Paving\CALYR 2018 Street Paving FY18-19\1 -DESIGN\Complete Streets

---

*Complete Streets principles WERE considered.*

☒ [Form CS-2](#) attached

---

*Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)*

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.

*Identify the limited access roadway:* \_\_\_\_\_

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.

☐ [Form CS-3](#) attached

☐ The project scope of work was approved prior to July 1, 2011.

*Identify the project:* \_\_\_\_\_

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

---

This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg  
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

---

## Form CS-2N

## STREET CLASSIFICATION – NEIGHBORHOOD STREET

*Any street not listed above.*

Street Name: Crescent Rd

*The following features should be considered on Burlington's Neighborhood Streets*

### Sidewalks

- ☐ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☐ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☐ 5' clear zone

NOTES: No sidewalk on both sides

### Tree Belt

- ☐ 5' minimum
- ☐ 2' minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES: No tree belt

### Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

### Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no stops on road

### Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

### Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

## MUNICIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

Act 34 became effective July 1, 2011 and requires that the needs of all transportation users, regardless of their age, ability, or preferred mode of transportation be considered in state and municipal transportation projects and project phases. This project compliance form serves to document that Complete Streets practices and principles were considered and implemented where applicable for the project listed below. This project compliance form should be completed and retained in the Town's files and a copy provided to VTrans via the Regional Planning Commission.

Road: Crescent Rd

Project Description: **Cal Yr 2018 paving program**

**Compliance** – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

- |                                                                                |                                                                                      |
|--------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input type="checkbox"/> Sidewalks: installation, repair, ramps, railing, etc. | <input checked="" type="checkbox"/> Pavement Improvements: replacement, repair, etc. |
| <input type="checkbox"/> Crosswalks: installation, repair, markings, etc.      | <input type="checkbox"/> Shoulder Improvements: widen with new pavement.             |
| <input checked="" type="checkbox"/> Lighting: street or pedestrian scale.      | <input type="checkbox"/> Bike/Shared Use: paths, lanes, etc.                         |
| <input type="checkbox"/> Signals: pedestrian features.                         | <input type="checkbox"/> Public Transit: bus stops, bus pullouts, kiosks, etc.       |
| <input type="checkbox"/> Streetscaping: benches, bulbouts, landscaping,        | <input type="checkbox"/> Other (please describe):                                    |

**Exemption** – If applicable, select one.

- ☐ The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- ☐ Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Laura K. Wheelock PE

Project Manager

10/06/2017

Name

Position

Date

## COMPLETE STREETS PROJECT REPORTING FORM

*Form CS-1*

*A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.*

Project Name Curtis Ave

Project Manager and Department Laura K. Wheelock PE, DPW

Date 10/06/2017 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program - Paving\CALYR 2018 Street Paving FY18-19\1 -DESIGN\Complete Streets

---

*Complete Streets principles WERE considered.*

☒ [Form CS-2](#) attached

---

*Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)*

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.

*Identify the limited access roadway:* \_\_\_\_\_

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.

☐ [Form CS-3](#) attached

☐ The project scope of work was approved prior to July 1, 2011.

*Identify the project:* \_\_\_\_\_

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

---

This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg  
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

---

## Form CS-2N

## STREET CLASSIFICATION – NEIGHBORHOOD STREET

*Any street not listed above.*

Street Name: Curtis Ave

*The following features should be considered on Burlington's Neighborhood Streets*

### Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

### Tree Belt

- ☒ 5' minimum
- ☒ 2' minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

### Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

### Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no stops on road

### Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

### Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

## MUNICIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

Act 34 became effective July 1, 2011 and requires that the needs of all transportation users, regardless of their age, ability, or preferred mode of transportation be considered in state and municipal transportation projects and project phases. This project compliance form serves to document that Complete Streets practices and principles were considered and implemented where applicable for the project listed below. This project compliance form should be completed and retained in the Town's files and a copy provided to VTrans via the Regional Planning Commission.

Road: Curtis Ave

Project Description: **Cal Yr 2018 paving program**

**Compliance** – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

- |                                                                                           |                                                                                      |
|-------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Sidewalks: installation, repair, ramps, railing, etc. | <input checked="" type="checkbox"/> Pavement Improvements: replacement, repair, etc. |
| <input type="checkbox"/> Crosswalks: installation, repair, markings, etc.                 | <input type="checkbox"/> Shoulder Improvements: widen with new pavement.             |
| <input checked="" type="checkbox"/> Lighting: street or pedestrian scale.                 | <input type="checkbox"/> Bike/Shared Use: paths, lanes, etc.                         |
| <input type="checkbox"/> Signals: pedestrian features.                                    | <input type="checkbox"/> Public Transit: bus stops, bus pullouts, kiosks, etc.       |
| <input type="checkbox"/> Streetscaping: benches, bulbouts, landscaping,                   | <input type="checkbox"/> Other (please describe):                                    |

**Exemption** – If applicable, select one.

- ☐ The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- ☐ Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Laura K. Wheelock PE

Project Manager

10/06/2017

Name

Position

Date

## COMPLETE STREETS PROJECT REPORTING FORM

Form CS-1

*A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.*

Project Name Dorset Ln

Project Manager and Department Laura K. Wheelock PE, DPW

Date 10/06/2017 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program - Paving\CALYR 2018 Street Paving FY18-19\1 -DESIGN\Complete Streets

---

*Complete Streets principles WERE considered.*

☒ [Form CS-2](#) attached

---

*Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)*

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.

*Identify the limited access roadway:* \_\_\_\_\_

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.

☐ [Form CS-3](#) attached

☐ The project scope of work was approved prior to July 1, 2011.

*Identify the project:* \_\_\_\_\_

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

---

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Click here to enter a date. Agency of Transportation, Attn: Chris Cole

---

## Form CS-2N

## STREET CLASSIFICATION – NEIGHBORHOOD STREET

*Any street not listed above.*

Street Name: Dorset Ln

*The following features should be considered on Burlington's Neighborhood Streets*

### Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

### Tree Belt

- ☒ 5' minimum
- ☒ 2' minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

### Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

### Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no stops on road

### Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

### Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

## MUNICIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

Act 34 became effective July 1, 2011 and requires that the needs of all transportation users, regardless of their age, ability, or preferred mode of transportation be considered in state and municipal transportation projects and project phases. This project compliance form serves to document that Complete Streets practices and principles were considered and implemented where applicable for the project listed below. This project compliance form should be completed and retained in the Town's files and a copy provided to VTrans via the Regional Planning Commission.

Road: Dorset Ln

Project Description: **Cal Yr 2018 paving program**

**Compliance** – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

- |                                                                                           |                                                                                      |
|-------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Sidewalks: installation, repair, ramps, railing, etc. | <input checked="" type="checkbox"/> Pavement Improvements: replacement, repair, etc. |
| <input type="checkbox"/> Crosswalks: installation, repair, markings, etc.                 | <input type="checkbox"/> Shoulder Improvements: widen with new pavement.             |
| <input checked="" type="checkbox"/> Lighting: street or pedestrian scale.                 | <input type="checkbox"/> Bike/Shared Use: paths, lanes, etc.                         |
| <input type="checkbox"/> Signals: pedestrian features.                                    | <input type="checkbox"/> Public Transit: bus stops, bus pullouts, kiosks, etc.       |
| <input type="checkbox"/> Streetscaping: benches, bulbouts, landscaping,                   | <input type="checkbox"/> Other (please describe):                                    |

**Exemption** – If applicable, select one.

- ☐ The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- ☐ Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Laura K. Wheelock PE

Project Manager

10/06/2017

Name

Position

Date

## COMPLETE STREETS PROJECT REPORTING FORM

Form CS-1

*A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.*

Project Name Dunder Rd

Project Manager and Department Laura K. Wheelock PE, DPW

Date 10/06/2017 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program - Paving\CALYR 2018 Street Paving FY18-19\1 -DESIGN\Complete Streets

---

*Complete Streets principles WERE considered.*

☒ [Form CS-2](#) attached

---

*Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)*

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.  
*Identify the limited access roadway:* \_\_\_\_\_

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.  
☐ [Form CS-3](#) attached

☐ The project scope of work was approved prior to July 1, 2011.  
*Identify the project:* \_\_\_\_\_

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

---

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Click here to enter a date. Agency of Transportation, Attn: Chris Cole

---

## Form CS-2N

## STREET CLASSIFICATION – NEIGHBORHOOD STREET

*Any street not listed above.*

Street Name: Dunder Rd

*The following features should be considered on Burlington's Neighborhood Streets*

### Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

### Tree Belt

- ☒ 5' minimum
- ☒ 2' minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

### Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

### Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no stops on road

### Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

### Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

## MUNICIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

Act 34 became effective July 1, 2011 and requires that the needs of all transportation users, regardless of their age, ability, or preferred mode of transportation be considered in state and municipal transportation projects and project phases. This project compliance form serves to document that Complete Streets practices and principles were considered and implemented where applicable for the project listed below. This project compliance form should be completed and retained in the Town's files and a copy provided to VTrans via the Regional Planning Commission.

Road: Dunder Rd

Project Description: **Cal Yr 2018 paving program**

**Compliance** – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

- |                                                                                           |                                                                                      |
|-------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Sidewalks: installation, repair, ramps, railing, etc. | <input checked="" type="checkbox"/> Pavement Improvements: replacement, repair, etc. |
| <input type="checkbox"/> Crosswalks: installation, repair, markings, etc.                 | <input type="checkbox"/> Shoulder Improvements: widen with new pavement.             |
| <input checked="" type="checkbox"/> Lighting: street or pedestrian scale.                 | <input type="checkbox"/> Bike/Shared Use: paths, lanes, etc.                         |
| <input checked="" type="checkbox"/> Signals: pedestrian features.                         | <input type="checkbox"/> Public Transit: bus stops, bus pullouts, kiosks, etc.       |
| <input type="checkbox"/> Streetscaping: benches, bulbouts, landscaping,                   | <input type="checkbox"/> Other (please describe):                                    |

**Exemption** – If applicable, select one.

- ☐ The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- ☐ Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Laura K. Wheelock PE

Project Manager

10/06/2017

Name

Position

Date

## COMPLETE STREETS PROJECT REPORTING FORM

Form CS-1

*A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.*

Project Name Maple St – Battery – St. Paul, East of Intersection

Project Manager and Department Laura K. Wheelock PE, DPW

Date 10/06/2017 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2018 Street Paving FY18-19\1 -DESIGN\Complete Streets

---

*Complete Streets principles WERE considered.*

☒ [Form CS-2](#) attached

---

*Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)*

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.

*Identify the limited access roadway:* \_\_\_\_\_

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.

☐ [Form CS-3](#) attached

☐ The project scope of work was approved prior to July 1, 2011.

*Identify the project:* \_\_\_\_\_

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

---

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Click here to enter a date. Agency of Transportation, Attn: Chris Cole

---

## Form CS-2N

## STREET CLASSIFICATION – NEIGHBORHOOD STREET

*Any street not listed above.*

Street Name: Maple St – Battery – St. Paul, East of Intersection

*The following features should be considered on Burlington's Neighborhood Streets*

### Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

### Tree Belt

- ☒ 5' minimum
- ☒ 2' minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

### Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

### Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no stops on road

### Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

### Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

## MUNICIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

Act 34 became effective July 1, 2011 and requires that the needs of all transportation users, regardless of their age, ability, or preferred mode of transportation be considered in state and municipal transportation projects and project phases. This project compliance form serves to document that Complete Streets practices and principles were considered and implemented where applicable for the project listed below. This project compliance form should be completed and retained in the Town's files and a copy provided to VTrans via the Regional Planning Commission.

Road: Maple St – Battery – St. Paul, East of Intersection

Project Description: **Cal Yr 2018 paving program**

**Compliance** – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

- |                                                                                           |                                                                                      |
|-------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Sidewalks: installation, repair, ramps, railing, etc. | <input checked="" type="checkbox"/> Pavement Improvements: replacement, repair, etc. |
| <input checked="" type="checkbox"/> Crosswalks: installation, repair, markings, etc.      | <input type="checkbox"/> Shoulder Improvements: widen with new pavement.             |
| <input checked="" type="checkbox"/> Lighting: street or pedestrian scale.                 | <input type="checkbox"/> Bike/Shared Use: paths, lanes, etc.                         |
| <input checked="" type="checkbox"/> Signals: pedestrian features.                         | <input type="checkbox"/> Public Transit: bus stops, bus pullouts, kiosks, etc.       |
| <input type="checkbox"/> Streetscaping: benches, bulbouts, landscaping,                   | <input type="checkbox"/> Other (please describe):                                    |

**Exemption** – If applicable, select one.

- ☐ The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- ☐ Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under “Exemption” are checked please provide a short justification below:

Completed:

Laura K. Wheelock PE

Project Manager

10/06/2017

Name

Position

Date

## COMPLETE STREETS PROJECT REPORTING FORM

*Form CS-1*

*A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.*

Project Name Oakbeach Drive – Flynn Ave – Ledgewood Cir

Project Manager and Department Laura K. Wheelock PE, DPW

Date 10/06/2017 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2018 Street Paving FY18-19\1 -DESIGN\Complete Streets

---

*Complete Streets principles WERE considered.*

☒ [Form CS-2](#) attached

---

*Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)*

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.

*Identify the limited access roadway:* \_\_\_\_\_

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.

☐ [Form CS-3](#) attached

☐ The project scope of work was approved prior to July 1, 2011.

*Identify the project:* \_\_\_\_\_

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

---

This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg  
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

---

## Form CS-2N

## STREET CLASSIFICATION – NEIGHBORHOOD STREET

*Any street not listed above.*

Street Name: \_\_\_\_\_ Oakbeach Drive – Flynn Ave – Ledgewood Cir \_\_\_\_\_

*The following features should be considered on Burlington's Neighborhood Streets*

### Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

### Tree Belt

- ☒ 5' minimum
- ☒ 2' minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

### Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

### Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no stops on road

### Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

### Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

## MUNICIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

Act 34 became effective July 1, 2011 and requires that the needs of all transportation users, regardless of their age, ability, or preferred mode of transportation be considered in state and municipal transportation projects and project phases. This project compliance form serves to document that Complete Streets practices and principles were considered and implemented where applicable for the project listed below. This project compliance form should be completed and retained in the Town's files and a copy provided to VTrans via the Regional Planning Commission.

Road: Oakbeach Drive – Flynn Ave – Ledgewood Cir

Project Description: **Cal Yr 2018 paving program**

**Compliance** – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

- |                                                                                           |                                                                                      |
|-------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Sidewalks: installation, repair, ramps, railing, etc. | <input checked="" type="checkbox"/> Pavement Improvements: replacement, repair, etc. |
| <input type="checkbox"/> Crosswalks: installation, repair, markings, etc.                 | <input type="checkbox"/> Shoulder Improvements: widen with new pavement.             |
| <input checked="" type="checkbox"/> Lighting: street or pedestrian scale.                 | <input type="checkbox"/> Bike/Shared Use: paths, lanes, etc.                         |
| <input checked="" type="checkbox"/> Signals: pedestrian features.                         | <input type="checkbox"/> Public Transit: bus stops, bus pullouts, kiosks, etc.       |
| <input type="checkbox"/> Streetscaping: benches, bulbouts, landscaping,                   | <input type="checkbox"/> Other (please describe):                                    |

**Exemption** – If applicable, select one.

- ☐ The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- ☐ Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under “Exemption” are checked please provide a short justification below:

Completed:

Laura K. Wheelock PE

Project Manager

10/06/2017

Name

Position

Date

## COMPLETE STREETS PROJECT REPORTING FORM

*Form CS-1*

*A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.*

Project Name Pleasant Ave

Project Manager and Department Laura K. Wheelock PE, DPW

Date 10/06/2017 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program - Paving\CALYR 2018 Street Paving FY18-19\1 -DESIGN\Complete Streets

---

*Complete Streets principles WERE considered.*

☒ [Form CS-2](#) attached

---

*Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)*

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.

*Identify the limited access roadway:* \_\_\_\_\_

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.

☐ [Form CS-3](#) attached

☐ The project scope of work was approved prior to July 1, 2011.

*Identify the project:* \_\_\_\_\_

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

---

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Click here to enter a date. Agency of Transportation, Attn: Chris Cole

---

## Form CS-2N

## STREET CLASSIFICATION – NEIGHBORHOOD STREET

*Any street not listed above.*

Street Name: Pleasant Ave

*The following features should be considered on Burlington's Neighborhood Streets*

### Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

### Tree Belt

- ☒ 5' minimum
- ☒ 2' minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

### Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

### Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no stops on road

### Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

### Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

## MUNICIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

Act 34 became effective July 1, 2011 and requires that the needs of all transportation users, regardless of their age, ability, or preferred mode of transportation be considered in state and municipal transportation projects and project phases. This project compliance form serves to document that Complete Streets practices and principles were considered and implemented where applicable for the project listed below. This project compliance form should be completed and retained in the Town's files and a copy provided to VTrans via the Regional Planning Commission.

Road: Pleasant Ave

Project Description: **Cal Yr 2018 paving program**

**Compliance** – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

- |                                                                                           |                                                                                      |
|-------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Sidewalks: installation, repair, ramps, railing, etc. | <input checked="" type="checkbox"/> Pavement Improvements: replacement, repair, etc. |
| <input type="checkbox"/> Crosswalks: installation, repair, markings, etc.                 | <input type="checkbox"/> Shoulder Improvements: widen with new pavement.             |
| <input checked="" type="checkbox"/> Lighting: street or pedestrian scale.                 | <input type="checkbox"/> Bike/Shared Use: paths, lanes, etc.                         |
| <input type="checkbox"/> Signals: pedestrian features.                                    | <input type="checkbox"/> Public Transit: bus stops, bus pullouts, kiosks, etc.       |
| <input type="checkbox"/> Streetscaping: benches, bulbouts, landscaping,                   | <input type="checkbox"/> Other (please describe):                                    |

**Exemption** – If applicable, select one.

- ☐ The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- ☐ Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Laura K. Wheelock PE

Project Manager

10/06/2017

Name

Position

Date

## COMPLETE STREETS PROJECT REPORTING FORM

Form CS-1

*A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.*

Project Name South Cove Road

Project Manager and Department Laura K. Wheelock PE, DPW

Date 10/06/2017 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program - Paving\CALYR 2018 Street Paving FY18-19\1 -DESIGN\Complete Streets

---

*Complete Streets principles WERE considered.*

☒ [Form CS-2](#) attached

---

*Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)*

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.

*Identify the limited access roadway:* \_\_\_\_\_

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Click here to enter a date. Agency of Transportation, Attn: Chris Cole

---

## Form CS-2N

## STREET CLASSIFICATION – NEIGHBORHOOD STREET

*Any street not listed above.*

Street Name: South Cove Road

*The following features should be considered on Burlington's Neighborhood Streets*

### Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

### Tree Belt

- ☒ 5' minimum
- ☒ 2' minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

### Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

### Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no stops on road

### Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

### Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
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- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

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- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
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- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

## MUNICIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

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Road: South Cove Road

Project Description: **Cal Yr 2018 paving program**

**Compliance** – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

- |                                                                                           |                                                                                      |
|-------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Sidewalks: installation, repair, ramps, railing, etc. | <input checked="" type="checkbox"/> Pavement Improvements: replacement, repair, etc. |
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| <input type="checkbox"/> Signals: pedestrian features.                                    | <input type="checkbox"/> Public Transit: bus stops, bus pullouts, kiosks, etc.       |
| <input type="checkbox"/> Streetscaping: benches, bulbouts, landscaping,                   | <input type="checkbox"/> Other (please describe):                                    |

**Exemption** – If applicable, select one.

- ☐ The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- ☐ Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Laura K. Wheelock PE

Project Manager

10/06/2017

Name

Position

Date



---

# Memo

*Date:* October 11, 2017

*To:* DPW Commission

*From:* Laura Wheelock, P.E.  
Public Works Engineer  
Street Capital Program Manager

*Subject:* Calendar Year 2018 & 2019 Sidewalk Program List

---

## Program Update

The Department of Public Works (DPW) has been actively working on developing sidewalk replacement plans for the summers of 2018 and 2019, refining the data within our sidewalk inspection database, and capital planning of the program's immediate and future needs. This would include development of a 2 year sidewalk replacement program as previously tasked to DPW by the Commission in January of 2015.

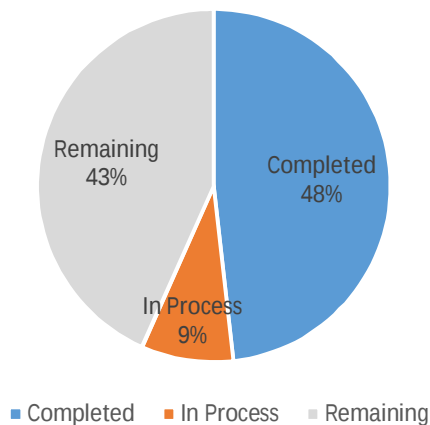
The 2 year and 5 year sidewalk plan at this time is heavily tied to the capital planning for the immediate and future needs of the program. With the recent bond vote in November 2016, DPW is coordinating within our department and other city departments to put together a work plan that considers all work happening on a street. As such the 5 year sidewalk plan will be discussed at a later date.

As it relates to this seasons sidewalk list, DPW is presenting to the Commission our work plan for the summers of 2018 and 2019.

## Summer 2017 Sidewalk Reconstruction List

This communication is to inform the Commission of the progress and work completed to date for the sidewalk reconstruction program for the Summer 2017. The work includes all sidewalk work, both with our own crews as well as our Contractor. The work for the contractor is approximately 3 miles and did not start until the end of July this year; as such the work will carry into next season to complete the work remaining. Please see the attached work plan.

## 2017 Sidewalk Replacement



### Summer 2018/2019 Sidewalk Reconstruction List

This communication is to inform the Commission of the work plan for the sidewalk reconstruction. Our work plan has been coordination with other DPW and City departments to understand all needs on the streets ahead of paving. Funding is a mix of the recently voter approved Bond for Street and Sidewalk Improvements, as well as Street Capital Tax Funds.

The attached table outlines both funding source identified for the work as well as the potential for the timing of the work. This plan for summer 2018 and 2019 includes approximately 5 miles sidewalk replacement. The engineer's estimate for this work is \$1,900,000.

The sidewalk work for each year will run between April and November.

| 2017 Sidewalk List |                 |                             |      |               |          |            |
|--------------------|-----------------|-----------------------------|------|---------------|----------|------------|
| Street Name        | Start           | End                         | Side | Length (feet) | Priority | Status     |
| Archibald          | Hyde            | N Winooski Av               | N    | 258.3         | 88.375   | Complete   |
| Bank               | Church          | Center                      | S    | 266.3         |          | In Process |
| Booth              | Loomis          | North St                    | E    | 60            | 105.5    | Complete   |
| Bradley            | Hungerford Terr | S Union                     | N    | 502.7         | 93.75    |            |
| Bright             | Archibald       | Riverside Av                | E    | 523.1         | 94.125   |            |
| Brook Dr           | Van Patten Pkwy | 56 Brook Dr                 | SE   | 531.3         | 90.75    |            |
| Chase              | 46 Chase        | Colchester Av               | NW   | 465           | 102.75   | Complete   |
| Colchester Ave     | Kampus Kitchen  | East University Rd Driveway | S    | 149           | 110.25   | Complete   |
| Colchester Ave     | Across Barrett  | Across Chase                | W    | 465           | 108.25   |            |
| Crombie            | Intervale Av    | N Winooski Av               | SW   | 512.1         | 106.5    |            |
| Decatur            | N Winooski Av   | Intervale Av                | NE   | 566.5         | 93.375   |            |
| Dodds Ct           | North Av        | Shore Rd                    | N    | 1033.1        | 83.75    | Complete   |
| Dodds Ct           | Shore Rd        | North Av                    | E    | 260           | 78.125   | Complete   |
| Elm Terr           | Elm Terr End    | 25 Elm Terr                 | S    | 220.6         | 108.25   | Complete   |
| Elm Terr           | 31 Elm Terr     | S Winooski Av               | S    | 115.5         | 99.75    | Complete   |
| Elmwood Av         | North St        | Spring                      | E    | 857.6         | 98.375   |            |
| Fairmont Pl        | North Av        | end                         | S    | 934           | 108      | Complete   |
| Germain            | Archibald       | Pomeroy                     | W    | 375.1         | 109.5    | Complete   |
| Gosse Ct           | Gosse Ct End    | North Av                    | SW   | 1740.7        | 95.25    | In Process |
| Gove Ct            | Shelburne Rd    | Gove Ct End                 | N    | 70            | 81.75    |            |
| Greene             | Loomis          | Hickok Pl                   | W    | 570.8         | 95.625   |            |
| Hillside Terr      | Riverside Av    | Riverside Av                | W    | 1191.4        | 98.75    |            |
| Hyde               | Archibald       | North St                    | NW   | 1242.8        | 108.875  |            |

| Street Name    | Start              | End              | Side | Length<br>(feet) | Priority | Status   |
|----------------|--------------------|------------------|------|------------------|----------|----------|
| Isham          | Loomis             | Hickok Pl        | W    | 60               | 96.75    | Complete |
| Kingsland Terr | Kingsland Terr End | S Union          | N    | 467.1            | 96.75    | Complete |
| Lake           | College            | Penny Ln         | E    | 50               | 67.875   | Complete |
| Lakeview Terr  | Canfield           | 98 Lakeview Terr | E    | 585              | 81.75    |          |
| Ledge Rd       | Edgewood Ln        | Iranistan Rd     | N    | 75               | 92.25    |          |
| Loomis         | 229 Loomis         | Mansfield Av     | S    | 222              | 54.75    | Complete |
| Luck           | St Marys           | Intervale Av     | S    | 239.5            | 97.125   | Complete |
| Manhattan Dr   | Volz               | Ward             | S    | 330              | 82.125   |          |
| N Union        | North St           | N Winooski Av    | E    | 521              | 98.375   | Complete |
| N Willard      | North St           | Loomis           | W    | 290              | 95.625   | Complete |
| N Winooski Av  | N Union            | Archibald        | E    | 525.213          | 101.5    | Complete |
| Nash Pl        | Nash Pl End        | Colchester Av    | W    | 531              | 99.5     |          |
| North St       | High Grove Ct      | N Willard        | N    | 590.8            | 85.75    | Complete |
| North St       | N Prospect         | High Grove Ct    | N    | 476.5            | 85.75    | Complete |
| Oakcrest Dr    | Beachcrest Dr      | Tallwood Ln      | S    | 100              | 91.75    |          |
| Pine           | Flynn Av           | Birchcliff Pkwy  | E    | 1376.5           | 87.25    | Complete |
| S Champlain    | King               | Maple            | W    | 25               | 69.75    | Complete |
| S Prospect     | 178 S Prospect     | Main             | E    | 60               | 65.25    |          |
| S Union        | Bayview            | Cliff            | E    | 281              | 105      | Complete |
| S Union        | Cliff              | Spruce           | E    | 364.9            | 105      | Complete |
| S Willard      | Pearl              | Buell            | W    | 492.4            | 90.875   |          |
| S Willard      | Bayview            | Howard           | W    | 478.6            | 78.5     |          |
| S Willard      | Cliff              | Bayview          | W    | 283.4            | 20.625   |          |
| S Williams     | College            | Main             | W    | 422.7            | 94.5     | Complete |

| Street Name    | Start               | End          | Side | Length<br>(feet) | Priority | Status   |
|----------------|---------------------|--------------|------|------------------|----------|----------|
| Sandy Ln       | Ethan Allen<br>Pkwy | Roseade Pkwy | N    | 268.7            | 99.5     |          |
| School         | North St            | Loomis       | W    | 587.9            | 93       | Complete |
| Spruce         | S Union             | S Willard    | S    | 50               | 92.25    | Complete |
| Spruce         | #124 Spruce         |              |      | 20               |          | Complete |
| St Paul        | Catherine           | Shelburne Rd | W    | 30               | 70.5     | Complete |
| Summit         | Maple               | Main         | E    | 757.7            | 87.25    | Complete |
| Ward           | Blodgett            | Manhattan Dr | S    | 145.3            | 34.875   | Complete |
| Wilson         | Mansfield Av        | N Prospect   | N    | 75               | 86       | Complete |
| Woodbury<br>Rd | Stanbury Rd         | North Av     | S    |                  | 77       |          |

Total LF: 23,757 lf  
Total Completed to Date: 11,458 lf

| 2018 Sidewalk List |                 |                     |      |               |          |
|--------------------|-----------------|---------------------|------|---------------|----------|
| Street Name        | Start           | End                 | Side | Length (feet) | Priority |
| Brook Dr           | 89 Brook Dr     | Van Patten Pkwy     | N    | 844.7         | 73.75    |
| Brook Dr           | Van Patten Pkwy | 89 Brook Dr         | NE   | 754.6         | 81.25    |
| Caroline           | Margaret        | Catherine           | E    | 727.9         | 90.5     |
| Caroline           | Catherine       | Howard              | E    | 303.8         | 81.125   |
| Church             | Adams           | Maple               | N    | 579.6         | 106.5    |
| Clarke             | Pearl           | Grant               | E    | 614.8         | 93.375   |
| Clymer             | Shelburne Rd    | Clymer End          | S    | 638.9         | 98       |
| College            | Pine            | Battery             | N    | 749.3         | 99.75    |
| George             | Peru            | Monroe              | W    | 361.3         | 98.75    |
| Germain            | Pomeroy         | Archibald           | E    | 381.9         | 106.5    |
| Grant              | N Winooski Av   | N Union             | S    | 443.7         | 76.875   |
| Grove              | Chase           | 63 Grove            | W    | 602           | 104.25   |
| Haswell            | Lakeview Terr   | North Av            | S    | 200.3         | 81.375   |
| Johnson            | Peru            | Monroe              | W    | 354.4         | 97.375   |
| Lopes Av           | Roseade Pkwy    | Blondin Cir         | W    | 947.3         | 100.75   |
| Lopes Av           | Sandy Ln        | Roseade Pkwy        | E    | 853.7         | 91.875   |
| Murray             | Peru            | Allen               | E    | 346.7         | 94.125   |
| N Union            | Grant           | Pearl               | W    | 616.9         | 88.125   |
| N Union            | North St        | Grant               | W    | 888.5         | 90.125   |
| N Willard          | Loomis          | Pearl               | W    | 899           | 97.5     |
| N Winooski Av      | Decatur         | Crombie             | W    | 259.1         | 99.125   |
| North Av           | 819 North Av    | 709 North Av        | W    | 1064.8        | 102.25   |
| North Av           | Institute Rd    | Across 422 North Av | W    | 600           | 100.25   |

| Street Name   | Start           | End                | Side | Length (feet) | Priority |
|---------------|-----------------|--------------------|------|---------------|----------|
| Overlake Pk   | Cliff           | Deforest Rd        | W    | 290.7         | 69.875   |
| Overlake Pk   | Deforest Rd     | Overlake Pk End    | W    | 350           | 72.125   |
| Park          | Manhattan Dr    | #191 Park Driveway | W    | 546           | 101.5    |
| Perrotta Pl   | Alfred          | Hoover             | E    | 424.8         | 96.75    |
| Peru          | George          | Elmwood Av         | S    | 384.8         | 101      |
| Peru          | Johnson         | George             | S    | 164           | 98       |
| Peru          | N Champlain     | Johnson            | S    | 314.1         | 98       |
| Pine          | Birchcliff Pkwy | Across Lakeside Av | E    | 789.8         | 110.5    |
| Rose          | Cedar           | North St           | W    | 424.6         | 76.875   |
| Roseade Pkwy  | Sandy Ln        | Lopes Av           | E    | 826.5         | 103.125  |
| S Champlain   | Main            | College            | E    | 352.3         | 97.75    |
| S Union       | Pearl           | Buell              | W    | 484.2         | 95.75    |
| S Union       | Spruce          | Howard             | W    | 430           | 97.5     |
| S Williams    | Main            | College            | E    | 426.8         | 78.75    |
| S Winooski Av | College         | Main               | W    | 349.7         | 111.75   |
| S Winooski Av | Maple           | Adams              | W    | 530.9         | 103.5    |
| S Winooski Av | Spruce          | St Paul            | W    | 1045.8        | 103.5    |
| Sandy Ln      | Lopes Av        | Ethan Allen Pkwy   | E    | 721.9         | 97       |
| Sherman       | N Champlain     | Park               | N    | 358.7         | 115.875  |
| Sherman       | Park            | N Champlain        | S    | 358.2         | 116.5    |
| St Paul       | Shelburne Rd    | Howard             | E    | 780           | 109.25   |
| St Paul       | Howard          | Spruce             | E    | 15            | 115.75   |
| Summit        | Cliff           | Maple              | E    | 900           | 77.375   |
| Walnut        | Oak             | Archibald          | W    | 500           | 93.375   |

| 2019 Sidewalk List |                  |                    |      |               |          |
|--------------------|------------------|--------------------|------|---------------|----------|
| Street Name        | Start            | End                | Side | Length (feet) | Priority |
| Austin Dr          | 91 Austin Dr     | Industrial Pkwy    | E    | 964           | 94.125   |
| Caroline           | Catherine        | Across Margaret St | W    | 740           | 86       |
| Caroline           | Howard           | Catherine          | W    | 306.8         | 58.75    |
| Catherine          | Charlotte        | Caroline           | S    | 285.7         | 64.25    |
| Charlotte          | Catherine        | Locust             | W    | 1169.8        | 90       |
| Farrington Pkwy    | Ethan Allen Pkwy | Gosse Ct           | N    | 1280.3        | 79.75    |
| Farrington Pkwy    | Gosse Ct         | Heineberg Rd       | S    | 623.3         | 75.75    |
| Farrington Pkwy    | Heineberg Rd     | Ethan Allen Pkwy   | S    | 641.6         | 58.875   |
| Ferguson Av        | Wells            | Shelburne Rd       | S    | 531.5         | 85       |
| Forest             | NorthView Dr     | North Av           | N    | 699.5         | 80.125   |
| Howard             | St Paul          | S Union            | S    | 383.5         | 89.75    |
| Ledgemere          | Marian           | Ledgemere End      | E    | 395           | 71       |
| Ledgemere          | Margaret         | Marian             | E    | 149           | 51.75    |
| Locust             | Across Caroline  | Shelburne Rd       | S    | 644.1         | 89.75    |
| Marion             | Shelburne Rd     | Ledgemere          | N    | 399.3         | 92.75    |
| N Winooski Av      | North St         | Grant              | W    | 892.8         | 85.25    |
| North St           | N Willard        | N Prospect         | S    | 1108.7        | 91.75    |
| North St           | School           | Booth              | S    | 307.9         | 87.625   |
| Oakland Terr       | Staniford Rd     | York Dr            | E    | 1089.1        | 86.125   |
| Peru               | Murray           | N Champlain        | N    | 399.9         | 105.375  |
| Pleasant Av        | 145 Pleasant Av  | Starr Farm Rd      | E    |               | 94.125   |
| Pleasant Av        | Starr Farm Rd    | 142 Pleasant Av    | W    |               | 58.5     |

| Street Name   | Start             | End               | Side | Length (feet) | Priority |
|---------------|-------------------|-------------------|------|---------------|----------|
| Pomeroy       | Hyde              | N Willard         | S    | 300.3         | 90.125   |
| Pomeroy       | N Willard         | Hyde              | N    | 279.2         | 90.125   |
| Ridgewood Dr  | Shore Rd          | Crescent Beach Dr | W    | 777.3         | 66.25    |
| Ridgewood Dr  | Crescent Beach Dr | Shore Rd          | S    | 795.3         | 61.25    |
| S Willard     | Howard            | Beech             | W    | 435.8         | 98.75    |
| S Willard     | Beech             | Shelburne Rd      | W    | 940.8         | 95       |
| S Winooski Av | St Paul           | Spruce            | E    | 1130.6        | 97.375   |
| S Winooski Av | Spruce            | Adams             | E    | 618.1         | 85.125   |
| Scarff Av     | Wells             | Shelburne Rd      | S    | 533.9         | 88       |
| Scarff Av     | Richardson        | Wells             | S    | 432.2         | 86.75    |
| Scarff Av     | Shelburne Rd      | Wells             | N    | 529           | 84.75    |
| Shelburne Rd  | Gove Ct           | Birchcliff Pkwy   | W    | 1260          | 99.5     |
| Shelburne Rd  | Prospect Pkwy     | Clymer            | E    | 434.9         | 100      |
| Spruce        | S Willard         | S Union           | N    | 898.7         | 89.25    |
| St Louis      | Willow            | Archibald         | W    | 425           | 96       |
| St Louis      | Manhattan Dr      | Oak               | W    | 316.7         | 92.125   |
| Staniford Rd  | North Av          | Oakland Terr      | N    | 1800.2        | 91.125   |
| Summit        | Maple             | Juniper Terr      | W    | 314.8         | 36.75    |
| Sunset Dr     | Plattsburg Av     | Meridian          | W    | 1459.8        | 87.125   |
| Walnut        | Archibald         | Willow            | E    | 512.8         | 88.375   |



*We steward Burlington's infrastructure and environment by delivering efficient, effective and equitable public services*

## Public Engagement Plan

### OVERVIEW

**Best practices, public safety, regulatory requirements and the needs of the community inform every decision we make.** DPW undertakes a variety of projects and performs a variety of services in Burlington. Public interest will vary based on the nature of the project and the timing, possible impacts, length and location of the project. The engagement strategy will be tailored to meet these needs.

Burlington is a dynamic and diverse city with residents who deserve and expect well planned, well-built and properly maintained infrastructure. With a population of over 40,000 that grows to over 100,000 during the day, the city has a wide range of residents, business owners, students, commuters and tourists who come to rely on DPW-provided services and infrastructure. From recycling and street maintenance to the implementation of long-term capital projects, our neighbors and visitors should have meaningful opportunities to be informed, to provide input and to make recommendations to DPW's planning process.

This plan uses the Community, Economic, and Development Office's civic engagement framework as a guide and directly references their 'Core Values of Civic Engagement' below, and provides a step toward helping DPW achieve its public engagement goals while continuing to serve Burlington. This plan will evolve as public engagement tools expand and as DPW and the community refine the public engagement process.

## CORE VALUES OF CIVIC ENGAGEMENT

- **Respect:** Approach decisions openly, regardless of differences; clearly articulate participation ground rules.
- **Inclusiveness and equity:** Involve people most impacted; respect culture and language differences.
- **Easy participation:** Create milestones; lots of ways to participate via electronics and in person.
- **Meaningful engagement:** Open and unbiased process; deliberate and feasible options.
- **Mutual accountability:** Honest, respectful, informed discussion; meaningful assessment to measure growth.
- **Transparency:** Act with integrity in open process; access to clear, reliable information.
- **Evaluation:** Regularly assess the use of civic engagement; “lessons learned” are applied to future initiatives.

## GOALS

- To provide inclusive, equitable and meaningful opportunities for the public to provide input, to give recommendations and to offer feedback on upcoming, ongoing or completed projects.
- To regularly and reliably provide information to the public about projects that will have an effect on daily life and to do so in a timely and predictable manner.

## STRATEGIC INITIATIVES

- **Decision-Making and the role of public input:** Refine internal processes to evaluate capital projects, maintenance work and emergent issues with regard to how, when, where and with whom the public engagement process occurs in a way that meets resident/stakeholder needs while balancing resource constraints. Transition to a degree of standardization so that predictable engagement occurs for similar project-types.
- **Online Presence:**
  - Build out DPW social media platforms to be a trusted and reliable source of timely information.
  - Capital Projects Portal to provide information on all public and private construction projects in the right-of-way to better inform the public and minimize disruptions, with continued refinements to ease of use and aesthetics.
- **Quick Build Program**
  - Includes an expanded suite of public engagement tools to include interim projects as engagement and educational opportunities.

- Build outreach materials and community understanding of the quick-build program, the value of interim improvements, and the value of real-time public engagement.

## IMPACTS, EQUITY AND ENGAGEMENT

Upon identifying a project, moving a project to a new phase or encountering a project hurdle, DPW staff (project manager, management, public information manager, etc) will consider impacts and equity before deciding on and implementing a public outreach plan. The following assessment will be conducted to decide on the appropriate level of engagement and the additional tools needing to be considered beyond the minimum standards:

1. Who is positively impacted from the project?
2. Who may be negatively impacted and for how long?
3. What are the main concerns, issues and interests of the community?
4. Will any individuals, institutions or groups be disproportionately impacted?
5. Was the project recommended in earlier planning studies which included public engagement? Is additional public input needed or required?
6. Are there any linguistic or cultural barriers to engaging with impacted residents?

## SPECTRUM OF ENGAGEMENT

Engagement is both a process and an outcome related to the public's ability to influence decision-making. The engagement process falls on a spectrum, ranging from no decision making ability (Inform) to having power over the final decision (Empower). Where a project falls on the Spectrum of Engagement indicates the highest level of public participation. For projects on the higher end of the Spectrum of Engagement, **the tools and strategies at lower levels may also be utilized as the project progresses through its various phases**. See Appendix for a list of specific project types, the minimum level of engagement the public can expect from DPW, the tools and our stakeholders.

For this plan, the public is considered stakeholders who should have a meaningful opportunity to shape, alter or be informed about DPW project work. At times, **early decision-making may have included regulatory or legal obligations, emergency issues, etc.**

# DRAFT

|                                                                                                   | INFORM                                                                                                                                                               | CONSULT                                                                                                                                          | INVOLVE                                                                                                                                                                       | COLLABORATE                                                                                                          | EMPOWER                                                                                                                                                                                   |
|---------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Engagement strategies may be needed at many levels, depending on the project or its phase.</i> | Provide the public balanced and objective information.                                                                                                               | Obtain public feedback (usually indirectly) on analysis, concepts/alternatives, or decisions.                                                    | Work directly with the public to understand concerns and aspirations as they are considered for the project.                                                                  | Co-lead the project in partnership with the public on each aspect of the decision.                                   | Place the final decision in the hands of the public.                                                                                                                                      |
| Project Types                                                                                     | Minor Maintenance<br><br>New Crosswalks<br><br>Adopting Standards                                                                                                    | Quick-Build<br><br>Major Maintenance<br><br>Road / Sidewalk Reconstruction                                                                       | Traffic Requests<br><br>Street Redevelopment<br><br>New sidewalks                                                                                                             | Scoping / Feasibility Studies<br><br>Corridor Studies                                                                | Traffic Calming<br><br>Special District Projects                                                                                                                                          |
| Role of the DPW                                                                                   | Share information.<br><br>Ensure public safety, access, and utility of basic public services that do not have regulatory impacts or change the line/grade of a road. | Indirectly engage the public.<br><br>Improve public safety, implement projects that have no regulatory impact or impact on traffic distribution. | Directly engage the public.<br><br>Implement public safety and/or access improvements through regulatory changes or through full reconstruction of a roadway or intersection. | Collaborate to identify a preferred alternative.<br><br>Facilitate a conversation about transportation improvements. | Ask questions and provide information for informed decision making.<br><br>Distribute impartial information, usually after engaging the public across the earlier spectrums of engagement |
| Role of the Public                                                                                | Receive information                                                                                                                                                  | Provide feedback                                                                                                                                 | Share ideas, concerns, and visions                                                                                                                                            | Co-lead Committee or Task Force with the DPW                                                                         | Decision maker                                                                                                                                                                            |
| Tools and                                                                                         | Website                                                                                                                                                              | Surveys                                                                                                                                          | Advisory                                                                                                                                                                      | Coalitions and                                                                                                       | Ballots (e.g.                                                                                                                                                                             |

|            |                                                                                                                                                                            |                                                     |                                                                                        |              |                      |
|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|----------------------------------------------------------------------------------------|--------------|----------------------|
| Strategies | Online calendar<br>Brochures<br>Posters<br>Flyers<br>Displays<br>Press<br>Releases<br>Social Media<br>Email<br>Listserve<br>Newsletters<br>Direct Mailings<br>Door Hangers | Reports<br>Legal ads<br>Visualization<br>Techniques | Committees<br>Focus Groups<br>Project Meetings<br>Open Houses<br>Public Forum<br>Times | Partnerships | TIF)<br>Mailed polls |
|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|----------------------------------------------------------------------------------------|--------------|----------------------|

## MEASUREMENT & EVALUATION

- Increase in visitors to the Capital Projects Portal
- Increase in visitors to website and social media
- Decrease in amount of new and total active DPW Customer Service inquiries
- Positive tone in media coverage with regard to the quality of the work DPW does and the analysis of its public engagement efforts
- Feedback from the City Council and DPW's Commission during the next year on overall engagement efforts
- Responsiveness to questions/issues raised through social media or See-Click Fix (SCF)
  - Service Level Agreements depending on work-order

## APPENDIX:

This plan highlights the minimum engagement strategies that will be considered, but unique circumstances may require different approaches. DPW has and will continue to evaluate the level of impacts of all projects to determine the proper engagement strategy by asking the six impact, equity and engagement questions (referenced above):

### **INFORM Project Types**

| <u>Project Type</u> | <u>Engagement Tool</u>                                                                                 | <u>When</u>    | <u>Example</u>                                      |
|---------------------|--------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------------------|
| Minor Maintenance   | Door Hanger to residents if work impacts water service or if there will be a temporary loss of parking | 24 hours prior | Crack sealing, sidewalk cutting, water service work |
| Adopting Standards  | Website                                                                                                | Once final     | Driveway standards                                  |
|                     |                                                                                                        |                |                                                     |

### **CONSULT Project Types**

| <u>Project Type</u> | <u>Engagement Tool</u>                       | <u>When</u>         | <u>Example</u>                   |
|---------------------|----------------------------------------------|---------------------|----------------------------------|
| Quick Build         | Social Media educational post                | During Installation | Bollard protected curb extension |
|                     | Flyers posted on adjacent stretch of project | 72 hours prior      |                                  |
|                     | Front Porch Forum Post                       | 72 hours prior      |                                  |
|                     | Project description on Quick Build website   | One week prior      |                                  |

# DRAFT

|                                              |                                                                             |                |                                                                                                                                                      |
|----------------------------------------------|-----------------------------------------------------------------------------|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                              | Area -Councilor notification;<br>Commission Notification (Chair & Co-Chair) | One week prior |                                                                                                                                                      |
| <b>Major Maintenance/Road Reconstruction</b> | Flyers/door hangers for businesses and residents                            | One week prior | Repaving road ( <i>additional regulatory requirements apply to early written notification to coordinate utility work</i> ), water relining/replacing |
|                                              | Letters to residents and owners of adjacent parcels                         | One week prior |                                                                                                                                                      |
|                                              | Front Porch Forum                                                           | One week prior |                                                                                                                                                      |
|                                              | Capital Projects Portal                                                     | One week prior |                                                                                                                                                      |
|                                              | Area -Councilor notification;<br>Commission Notification (Chair & Co-Chair) | One week prior |                                                                                                                                                      |

## INVOLVE Project Types

| <u>Project Type</u>                   | <u>Engagement Tool</u>                                                       | <u>When</u>                                                                    | <u>Example</u>                              |
|---------------------------------------|------------------------------------------------------------------------------|--------------------------------------------------------------------------------|---------------------------------------------|
| <b>Traffic Requests (SOP on file)</b> | Flyers to residents who live adjacent to and within estimated area of effect | Five days prior to community meeting, or as soon as practical prior to meeting | Handicap parking space, Residential Parking |
|                                       | Notify and share materials with requestor and                                | Five days prior to community meeting, or as soon as                            |                                             |

# DRAFT

|                             |                                                                               |                               |               |
|-----------------------------|-------------------------------------------------------------------------------|-------------------------------|---------------|
|                             | interested parties who have shared email                                      | practical prior to meeting    |               |
| <b>New Sidewalks</b>        | Letters to residents, owners and businesses of adjacent parcels               | One week prior                |               |
|                             | Capital Projects Portal                                                       | One week prior                |               |
|                             | Flyers/door hanger for businesses and residents                               | One week prior                |               |
|                             | Front Porch Forum                                                             | One week prior                |               |
|                             | Sidewalk project website                                                      | One week prior                |               |
|                             | Area -Councilor notification;<br>Commission Notification (Chair & Co-Chair)   | One week prior                |               |
| <b>Street Redevelopment</b> | Project Meetings                                                              | Two weeks prior to meeting    | Great Streets |
|                             | Letters to residents, owners and businesses                                   | Two weeks prior               |               |
|                             | Flyers/Door hangers for residents and businesses                              | Two weeks prior               |               |
|                             | Area-Councilor Notification;<br>Commissioner Notification (Chair, Vice Chair) | Two weeks prior               |               |
|                             | Street Redevelopment website                                                  | Prior to first public meeting |               |

## **COLLABORATE Project Types**

| <b><u>Project Type</u></b>                                            | <b><u>Engagement Tool</u></b>                                                | <b><u>When</u></b>                                                  | <b><u>Example</u></b> |
|-----------------------------------------------------------------------|------------------------------------------------------------------------------|---------------------------------------------------------------------|-----------------------|
| <b>Scoping Studies,<br/>Feasibility Studies,<br/>Corridor Studies</b> | Project Website                                                              | One month prior to first public meeting                             | Colchester Ave        |
|                                                                       | Project Advisory Committee                                                   | Formed at consultant kick-off                                       |                       |
|                                                                       | Public Notification of Meetings                                              | Two weeks prior                                                     |                       |
|                                                                       | Front Porch Forum                                                            | Two weeks prior to public meetings                                  |                       |
|                                                                       | Area Councilor Notification<br>Commissioner Notification (Chair, Vice Chair) | If not included on the Committee: one week prior to public meetings |                       |

## **EMPOWER Project Types**

| <b><u>Project Type</u></b>                          | <b><u>Engagement Tool</u></b>                                                                                                                                                                      | <b><u>When</u></b>          |
|-----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| <b>Traffic calming<br/>(neighborhood initiated)</b> | Mail negative poll to neighborhood residents, owners, and businesses on the traffic calmed street (a negative poll asks people to respond if they do not want the project to advance as proposed). | Poll stays open for 3 weeks |
|                                                     | Area Councilor Notification                                                                                                                                                                        | As poll is mailed; one week |

---

|                                 |                                                  |                         |
|---------------------------------|--------------------------------------------------|-------------------------|
|                                 | Commissioner Notification<br>(Chair, Vice Chair) | prior to implementation |
| <b>Special District Project</b> | Ballot Item                                      | TIF District            |

---

## GUIDANCE FOR WRITTEN MATERIALS

- **Project Manager, Project Staff and Public Information Manager will collaborate on content and distribution**
- **Contact Information**
  - Include a link to the project website / DPW website
  - Project manager and/or DPW customer service contact information
- **Project Details to include**
  - *Who*: DPW, contractor or both
  - *What*: Specific project details
  - *When*: Include anticipated start date and anticipated length
  - *Where*: Include geographic parameters of project
  - *Impacts*: Identify anticipated parking, obstruction, noise or other impacts

## TOOLS

- Website, DPW's and/or City's homepage
- Social Media (Facebook, Twitter)
- Online calendars (DPW's or Government Meeting calendars)
- DPW Customer Service
- See-Click Fix
- Informational Signs and Brochures
- Door-hangers, Flyers, Letters
- Email notices and Newsletters (Front Porch Forum, CEDO's Buzz)
- Information/Press Releases
- Construction Portal
- Traffic-Alerts
- Public Meetings / Pop-up Meetings

- Demonstration Projects / Quick-Build Projects
- BTV Stat, Annual Reports
- Other Stakeholder Distribution (CEDO Business outreach, Advocate listservs, BBA)
- Online input tools (map-based, blogs)

## STAKEHOLDERS

- Residents: Owners, Tenants, Landlords
- Neighborhood Planning Assemblies
- Council Members
- Public Works Commission
- Businesses: Associations, Owners
- Media
- Colleges: Administration, Students
- City Departments
- Adjacent Communities
- Advocates
- Institutions (e.g. UVMMC)

DEPARTMDNT OF PUBLIC WORKS  
PUBLIC WORKS COMMISSION SEPTEMBER 20, 2017

**COMMISSIONERS PRESENT:** Tiki Archambeau (Chair), Robert Alberry, James Barr, Chis Gillman, Soveig Overby, Justin Sears (Vice Chair). **COMMISSIONERS ABSENT:** Jeff Padgett

**Item 1: Call to Order - Welcome - Chair Comments**

Chair Archambeau called the meeting to order at 6:32 and made opening comments.

**Item 2: Agenda**

Commissioner Barr makes a motion to accept the agenda.  
Commissioner Alberry seconds.  
Action Taken: Motion approved unanimously

**Item 3: Public Forum** (3 minutes per person time limit)

Lawrence Smith, speaks on Old north End Greenway (WIGGLE)  
Jason Starr, speaks about changing Flynn Avenue parking back adjacent to Oakledge Park.

**Item 4: Consent Agenda**

- A. Traffic Status Report
- B. Intervale Avenue New Accessible Space
- C. North Street New Accessible Space
- D. Resident Only Parking on Bradley Street
- E. Allen Street Signage

Commissioner Barr makes a motion to accept the Consent Agenda. Clerk Gillman seconds. Motion approved unanimously.

**Item 5: Old North End Greenway (WIGGLE)-** Director Chapin

Spencer and Senior Transportation Planner Nicole Losch

Consideration of staff's recommended updated design

- A. Planner Losch spoke on the modified design, which would keep the parking on North Union Street.
- B. Commissioner Questions  
Vice Chair Sears and Commissioners Overby and Barr had comments to make.
- C. Public Comment - Judy Klimer, Jane Knodell had comments on this as well.
- D. Commissioner Barr made a motion to accept staff's recommendation with an additional recommendation to further consider relocating the curb section and widening the road to allow for a two-way cycle-track should use and enforcement of the Green Belt Wiggle fail.

Friendly amendment from Vice Chair Sears to include staff review and address all safety concerns due to the implementation of this project. Commissioner Alberry seconded the motion.

More commissioner discussion on this.

Chair Archambeau stated to accept staff's recommendation.

Commissioner Alberry - Aye

Chair Archambeau - Aye

Commissioner Barr - Aye

Clerk Gillman - Aye

Commissioner Overby - Nay

Commissioner Padgett - Absent

Vice Chair Sears - Aye

**Item 6: Update on Traffic Calming and Traffic Request Program**

Staff recommends a process improvement initiative for the traffic calming and traffic request programs to, in part, respond to Commission interest in reducing the number of outstanding requests and the time it takes to get to requests. Staff seeks the support of the Commission to embark on this process. Planner Losch stated that she would like to have a draft report for the October Commission Meeting.

Clerk Gillman stated if it were a streamline process, he would support.

Commissioner Alberry agreed.

Commissioner Barr agreed.

Commissioner Overby agreed.

Clerk Gillman made a motion to endorse staff's process.

Commissioner Barr seconded

Action Taken: motion approved - unanimous

**Item 7: Draft Public Engagement Plan**

Staff presented the draft Public Engagement Plan. Questions about if there were policies in place to inform landlords of what Public Works were doing within their neighborhood.

Planner Losch stated there are policies for outreach depending on the project. In the case of North Union Street there were mailing sent to residents as well as property owners.

City Councilor Sharon Bushor supports the development of this plan.

**Item 8: Asset Management Resolution**

DPW Director Chapin Spencer provided context for the resolution. Staff seeks to build support for a more robust Preventative Maintenance Program that can reduce long-term costs, improve asset reliability and provide better customer service.

Clerk Gillman supports this effort.

Commissioner Overby supports - is there a software program to keep track of these efforts.

Commissioner Barr supports.

Vice Chair Sears supports.

Commissioner Alberry made a motion to accept staff's recommendation. Clerk Gillman seconded. Unanimous

**Item 9: Draft Minutes 7/19/17 and 8/17/17**

Commissioner Barr made a motion to accept the July minutes

Vice Chair Sears seconded.

Unanimous approval

Commissioner Barr made a motion to accept the August minutes.

Vice Chair Sears seconded.

Unanimous approval

**Item 10: Director's Report**

Director Spencer stated that there is a Permit Reform Advisory Committee formed and we are looking for one representative from the DPW Commission to be on it as well as one Commissioner from the Planning Commission. This is a volunteer position. Commissioner Archambeau agreed to serve in this capacity for the DPW Commission.

**Item 11: Commissioner Communication**

Commissioner Barr stated that the sidewalk that was put in front Kampus Kitchen on Colchester Avenue is great making it much safer to cross.

Chair Archambeau stated he felt bad about missing the employee recognition get together. He will volunteer to be on the permit reform committee if no one else wants to volunteer.

**Item 12: Adjournment**

Commissioner Barr made a motion to adjourn. Commissioner Alberry seconded. Unanimous approval.

7:55 p.m. adjournment.



**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](http://www.burlingtonvt.gov/dpw)

To: DPW Commissioners  
Fr: Chapin Spencer, Director  
Re: **Director's Report**  
Date: October 12, 2017

Happy fall!

**CONSTRUCTION PORTAL LAUNCHED**

In order to keep the public updated on the various public and private work happening in and adjacent to the City's streets, and to minimize disruption, we are launching an online construction portal. We will demonstrate the portal's functionality at the Commission meeting. Staff has visited a number of the Neighborhood Planning Assemblies to present our season's progress and to get feedback. Contact: Rob Goulding.

**PUBLIC ENGAGEMENT PLAN**

The next draft of the department's Public Engagement Plan is in the Commission's packet. We look forward to your additional review and potential approval the October Commission meeting. We will be presenting it to the Council's Transportation, Energy and Utilities Committee next week as well.

**DPW EMPLOYEE APPRECIATION EVENT**

Our Annual DPW Employee Appreciation Event was on September 18 at the St. Johns Club. It was a good opportunity to recognize all the work staff has accomplished over the past year. The Mayor attended and thanked staff as well. Here's the staff picture from the event:

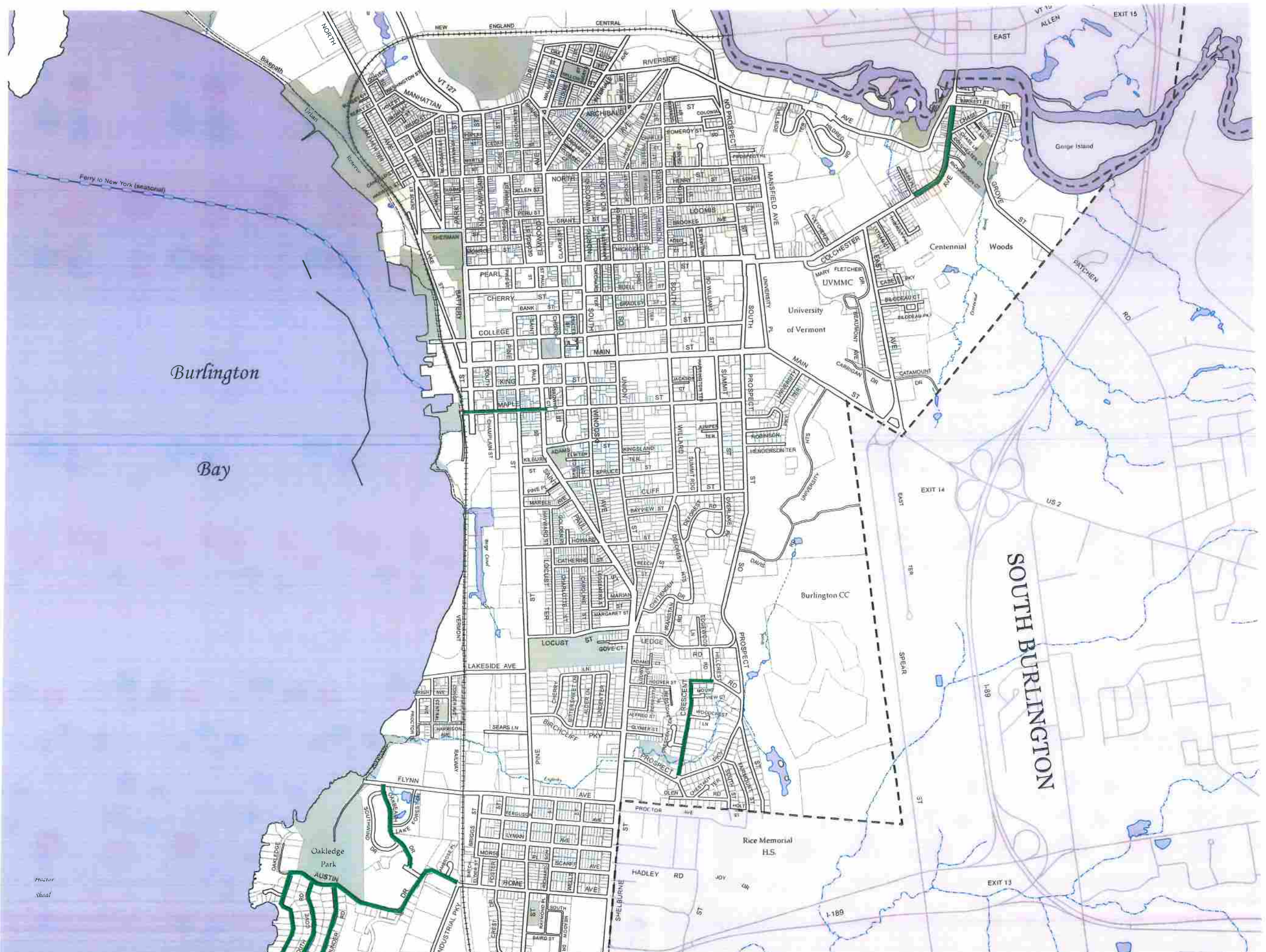


Don't hesitate to contact me with any questions prior to Wednesday's meeting.



Item 7





# SIDE WALKS

## 2017·2018·2019

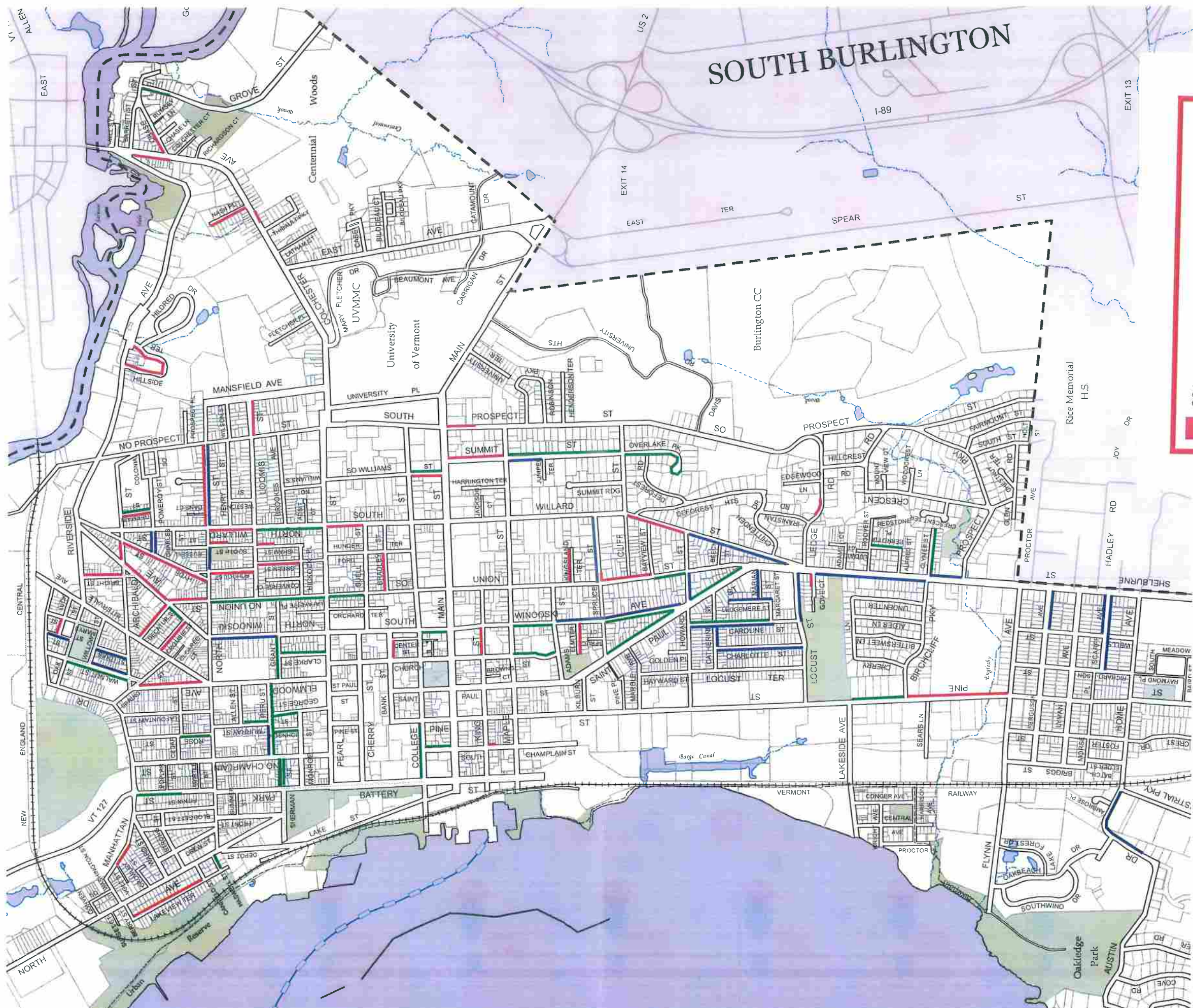
1 item 88



2017 SIDEWALK LIST

2018 SIDEWALK LIST

2019 SIDEWALK LIST



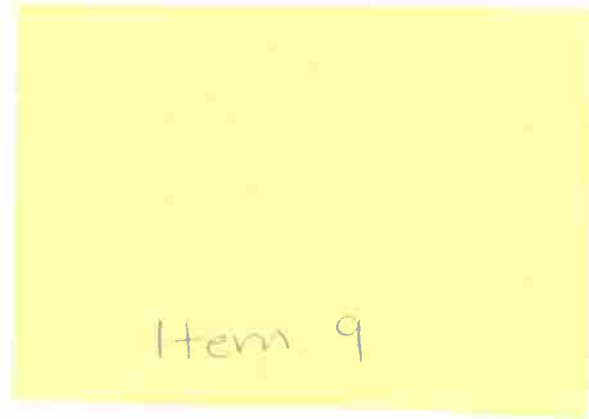
# SOUTH BURLINGTON

- 2017 SIDEWALK LIST
- 2018 SIDEWALK LIST
- 2019 SIDEWALK LIST





Office of Mayor Miro Weinberger



**FOR IMMEDIATE RELEASE**

October 18, 2017

Contact: Katie Vane, Mayoral Communications & Projects Coordinator, 802.734.0617

Rob Goulding, DPW Public Information Manager, 802.540.0846

## **DPW Nears Completion of First Sustainable Infrastructure Plan Construction Season**

*Unveils 'Projects Portal' to Help Public Track Construction Projects and Progress; Work Set to  
Begin on Upgrading Downtown Water Pipes*

**Burlington, VT** – Today Mayor Miro Weinberger joined Department of Public Works (DPW) Director Chapin Spencer, Champlain Elementary School Principal Dr. Dorinne Dorfman, and Dealer.com Senior Manager of Operations Grace Ciffo at Pine Street outside Champlain Elementary School to recognize DPW's progress on its Sustainable Infrastructure Plan projects, and the launch of a new "projects portal" that will help keep residents informed on current and future projects. This work represents the beginning of implementation of the multi-year Sustainable Infrastructure Plan's reinvestment in the city, approved overwhelmingly by voters in November 2016. This season, DPW has been focused on road repaving, sidewalk reconstruction and upgrading the City's aging water infrastructure along multiple streets. By the end of the season, DPW will have completed 5 miles of road repaving (compared to a recent average of 3 miles/year), reconstructed over 3 miles of sidewalk (recent average, just over 1 mi/year) and proactively upgraded nearly 3 miles of water main (versus decades of only pursuing reactive replacement of broken pipes).

"It has been exciting this construction season to see the will of the voters start to become a reality with the most substantial reinvestment in many years now improving the quality of our core municipal infrastructure for generations to come," said Mayor Miro Weinberger "Thank you to the

Public Works Department and Director Chapin Spencer for stepping up and largely meeting the ambitious first year goals of the new plan.”

“Many students and parents walk, ride bicycles, and ride scooters to school,” said Champlain Elementary School Principal Dr. Dorinne Dorfman. “The new sidewalks, curbs, and ramps make coming to school in ways that protect the environment safer and more fun. While the construction presented challenges as the school year got started, we are grateful for the improvements in time for the winter season.”

### **Capital Projects Portal**

In support of Burlington’s Sustainable Infrastructure Plan, the Mayor and DPW are proud to announce the launch of a publicly accessible, regularly updated portal ([www.burlingtonvt.gov/construction](http://www.burlingtonvt.gov/construction)) designed for transparent, timely and reliable information about all public and private construction projects in the city right-of-way. With an increase in capital and maintenance projects around the city as a result of voter-approved bonds in November 2016, this portal will be a useful tool to ensure residents, businesses and all stakeholders can be regularly informed, and has already improved the cross-departmental coordination of municipal projects.

The portal features current, upcoming and completed projects, including contact information for project managers or City departments, as well as links to projects pages where available, and other important project details. The project is a broad, citywide initiative, coordinated with the Mayor’s Office and led by the Department of Public Works.

### **Pine Street Relining to Begin This Fall: Resume in Spring 2018**

As an important next step in the Sustainable Infrastructure Plan, DPW will begin relining the aging pipes along Pine Street between Main and Maple in late October to benefit residents and businesses by improving water quality and water pressure. These infrastructure investments will increase system reliability, with fewer unplanned disruptions and water main breaks over time. In spring 2018, DPW will undertake another significant upgrade along Pine Street on an integral corridor between Howard and Lakeside.

Due to innovations in new and tested technology, the pipes on Pine Street will be relined rather than replaced. This will allow an overall quicker, less disruptive and less expensive project, compared to open dig replacement, while producing better water quality and increased fire flows.

While relining projects avoid significant disruptions to water service, the City and its contractor, AquaRehab, will maintain 24 hour emergency telephone help lines. Prior to the beginning of the summer construction season, DPW worked with residents and businesses to ensure that construction avoided significant and celebrated events, including Labor Day weekend, the first day of school, and Art Hop. DPW sent letters to property owners on June 19 and held an informational meeting on June 29 to discuss the project. DPW is also working on plans to minimize parking losses and lane closures and create the safest possible driving conditions for our residents, businesses and

visitors. For an updated schedule for all water capital construction projects, including Pine Street, see here: <http://bit.ly/CY17WRCapital>.

This work also precedes the kickoff of the Champlain Parkway Project, scheduled to start in fall 2018. Other complimentary projects near this important stretch of city streets are also in design, underway or completed, including infrastructure upgrades along King Street and St. Paul Street.

“The City recognizes that much of this work is occurring in busy corridors and efforts have been made to mitigate the impacts to area residents and businesses,” said DPW Director Chapin Spencer. “While there will be inevitable impacts during construction, one of the pipes to be relined was originally installed in 1894 and upgrades are clearly necessary. The increased funding allows us to be proactive and coordinate our investments like never before. This is the right time to undertake these projects to create resilient streets that serve Burlington for generations.”

“We are very focused on creating great experiences for our employees, and every ‘touch-point’ counts. A healthy, sustainable civic environment in Burlington is crucial to Dealer.com’s energy and mission. Mayor Weinberger’s transparency around the Department of Public Work’s Sustainable Infrastructure projects is exciting and appreciated. [Dealer.com](http://Dealer.com) represents the second largest location of our Parent Company, Cox Automotive, and improvements like these help to further emphasize the value of working in Burlington, VT.”

### **Sustainable Infrastructure Plan Background**

In November 2016, the residents of Burlington voted in support of a \$27.5 million general obligation bond to fund capital improvement projects across the city over five years (an additional approximately \$14 million will be spent from other sources on this infrastructure plan). In return for this investment, residents will see vastly improved streets and sidewalks (sixteen percent of our sidewalk system is in serious to failed condition and 23 percent of our streets are currently in a poor or failed condition), the replacement of two thirds of our fleet of aging fire trucks, a completed Bike Path renovation and enhancement, and much more over the next five years. The Sustainable Infrastructure Plan and the work DPW and other city departments are doing addresses many of the challenges that aging infrastructure presents.

In addition, voters supported the \$8.3 million Water Systems Improvements revenue bond. Currently, 42 percent of the 110 miles of city water pipes are older than 75 years and 25 percent are older than 100 years. This phase of DPW’s water infrastructure reinvestment project will reline 2.74 miles and replace 1.42 miles of aging water main through June 2018 in stages, and is aligned with the street repaving program in order to save money and time through proactive planning and infrastructure management. An example of this proactive coordination includes the work being done along King Street. While the subsurface drinking water infrastructure was upgraded last year, there are stormwater upgrades, traffic calming and repaving work underway which will create a resilient street and preserve our critical investments.

Additionally, DPW considered risk factors including age of pipes, number of breaks and recent break history in determining which streets and sections of main were selected. The decision to reline the majority of aging pipes was made due to innovations in new, and tested, pipe relining technology, allowing this component of the project to be quicker, less disruptive to city life, and less expensive than traditional open dig water main replacement. New technology will also help DPW avoid interruptions to water service as its contractor carries out the relining work. Where necessary, water main sections which need increased flow capacity are being upsized to larger diameter pipe – thus necessitating the open dig replacement approach.

#### **Capital Projects Contact Information**

To view the Capital Projects Portal, visit [www.burlingtonvt.gov/construction](http://www.burlingtonvt.gov/construction)

For more information on DPW's Water Resources Capital Projects, including Relining and Replacement Projects, see here: <http://bit.ly/CY17WRCapital>

For issues, questions or concerns about the relining/replacing project, please contact the Water Division at 802-863-4501. Non-emergency inquiries can also be submitted via email at [water-resources@burlingtonvt.gov](mailto:water-resources@burlingtonvt.gov). For those on a temporary water supply and experiencing issues please contact (24/7) Aquarehab: 802-495-6284.

For more information on the Sustainable Infrastructure Plan, see here: <https://www.burlingtonvt.gov/Mayor/10-Year-Capital-Plan>

# # #



| <b>CAPITAL REINVESTMENT</b>       | <b>Past Annual Investment Levels</b> | <b>2017 Target</b> | <b>Total Projected through 2017 Construction Season</b> |
|-----------------------------------|--------------------------------------|--------------------|---------------------------------------------------------|
| <b>Paving</b>                     | 2.5 miles                            | 5 miles            | 5.27 miles                                              |
| <b>Sidewalk Reconstruction</b>    | 1 mile                               | 3 miles            | 3.8 miles                                               |
| <b>Water Main Relining</b>        | 0*                                   | 2.74 miles         | 1.94 miles<br>(2.74 mi by 6-30-18)                      |
| <b>Water Main Replacement</b>     | 0*                                   | 1.42 miles         | 0.78 miles<br>(1.42 mi by 6-30-18)                      |
| <b>Curb</b>                       | 0                                    | 1 mile             | 0.5 miles<br>(1 mi by 6-30-18)                          |
| <b>Crack Sealing</b>              | 0                                    | 5 miles            | 5.46 miles                                              |
| <b>College St. Parking Garage</b> | \$0                                  | \$2.5M             | \$2.5M                                                  |

**\*Other than reactive replacement after pipes break**

# GREAT STREETS BTV

Downtown Street Design & Construction Standards



Presented to:  
Transportation, Energy, Utilities Committee  
October 17, 2017

**What is a “great street”?**

# A GREAT STREET IS...



*Burlingtonians have said they'd like to see improvements on the street and these are the zones where those improvements can happen.*

# A GREAT STREET IS...

## WALKABLE & BIKEABLE

PRIVATE



PUBLIC



Clear  
Sidewalks



Bike Path &  
Buffer

*Burlingtonians have said they'd like to see improvements on the street and these are the zones where those improvements can happen.*

# A GREAT STREET IS...

WALKABLE & BIKEABLE

SUSTAINABLE



Clear  
Sidewalks



Bike Path &  
Buffer



Stormwater/  
Rain Gardens

*Burlingtonians have said they'd like to see improvements on the street and these are the zones where those improvements can happen.*

# A GREAT STREET IS...

## WALKABLE & BIKEABLE

## SUSTAINABLE

## VIBRANT

PRIVATE



PUBLIC



*Burlingtonians have said they'd like to see improvements on the street and these are the zones where those improvements can happen.*



Building Frontage



Clear Sidewalks



Bike Path & Buffer



Stormwater/ Rain Gardens

# A GREAT STREET IS...

WALKABLE & BIKEABLE

SUSTAINABLE

VIBRANT

FUNCTIONAL

PRIVATE

PUBLIC



*Burlingtonians have said they'd like to see improvements on the street and these are the zones where those improvements can happen.*

Building Frontage

Clear Sidewalks

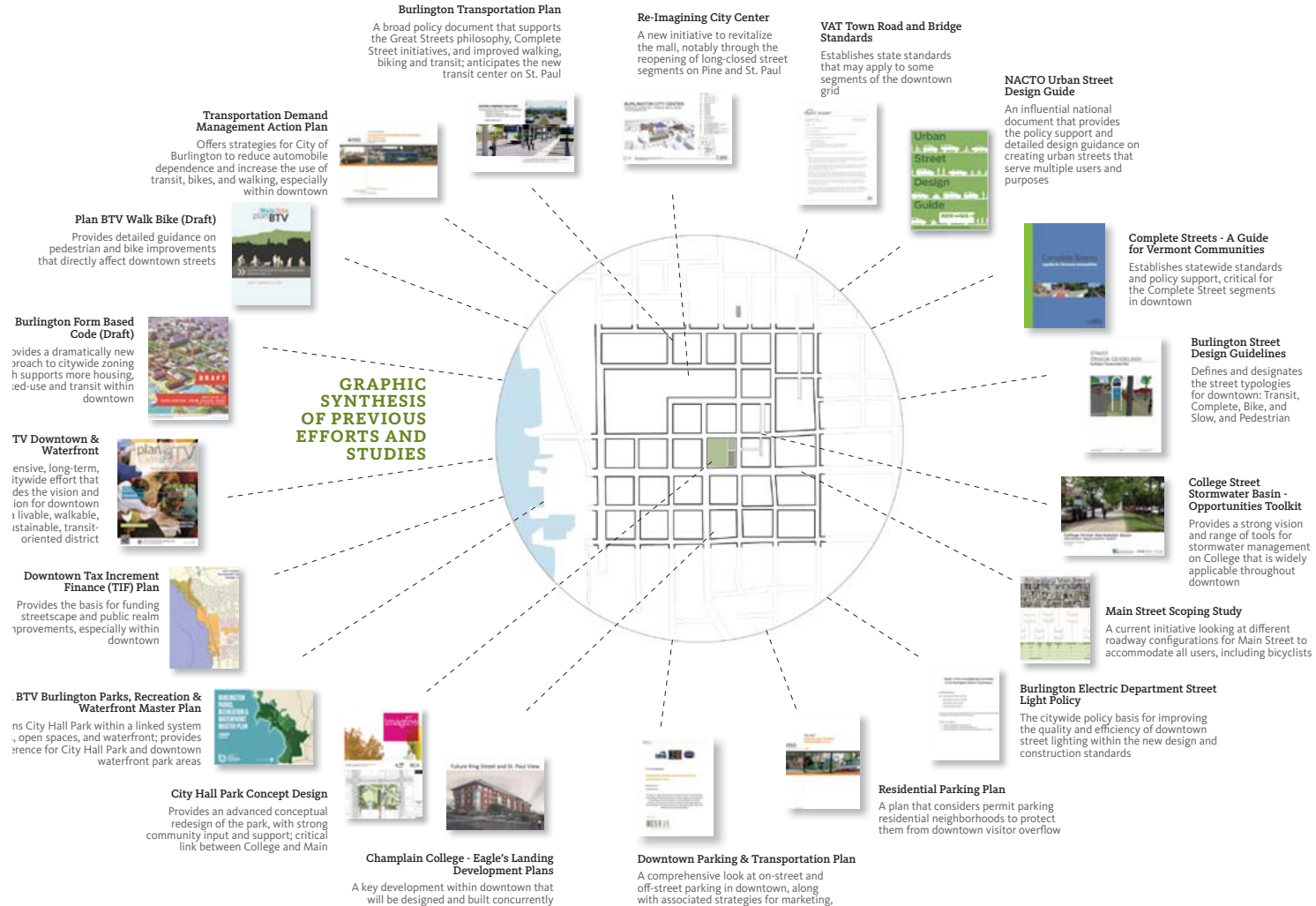
Tree Belt/ Furnishings

Bike Path & Buffer

Stormwater/ Rain Gardens

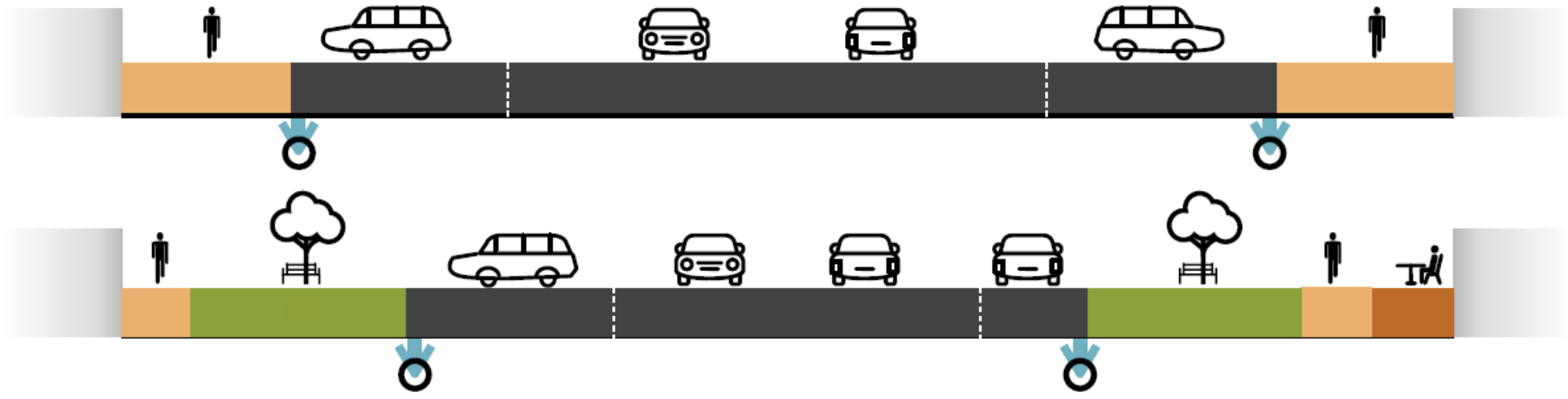
Parking/ Roadway

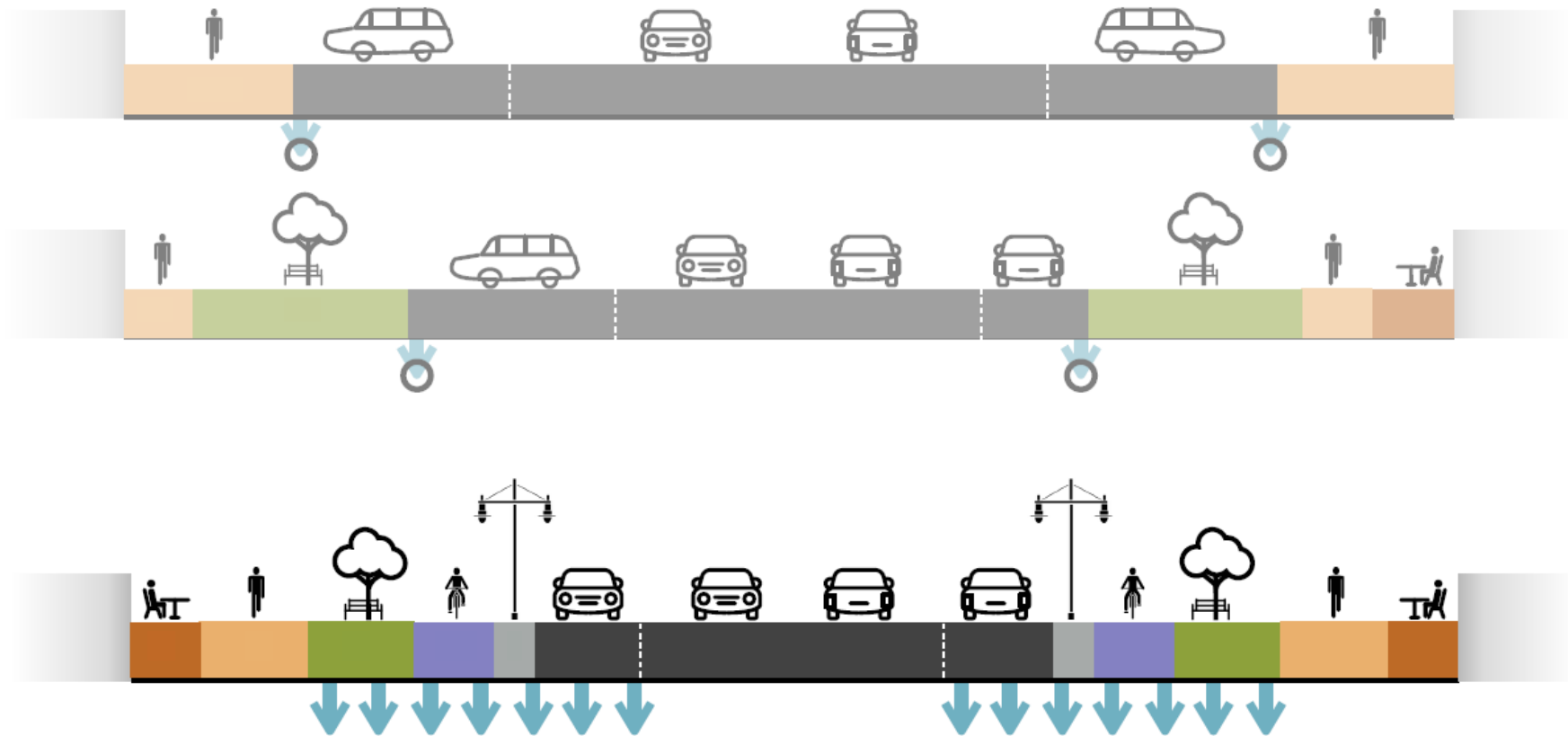
# A VISION DERIVED FROM...



**How will the standards  
transform BTV's streets?**

RESTORE BALANCE AMONG USERS/USES...



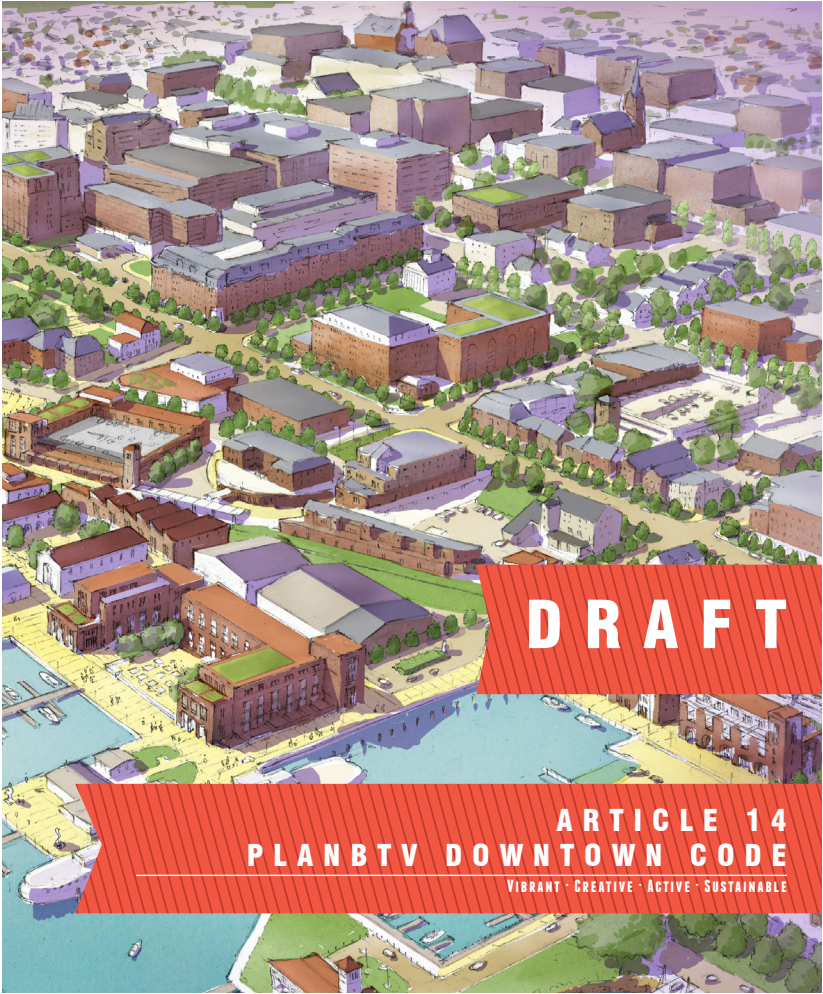


UNIFIED (NOT UNIFORM) VISUAL LANGUAGE...



# GREAT STREETS BTV

City of Burlington  
Downtown Street Design & Construction Standards



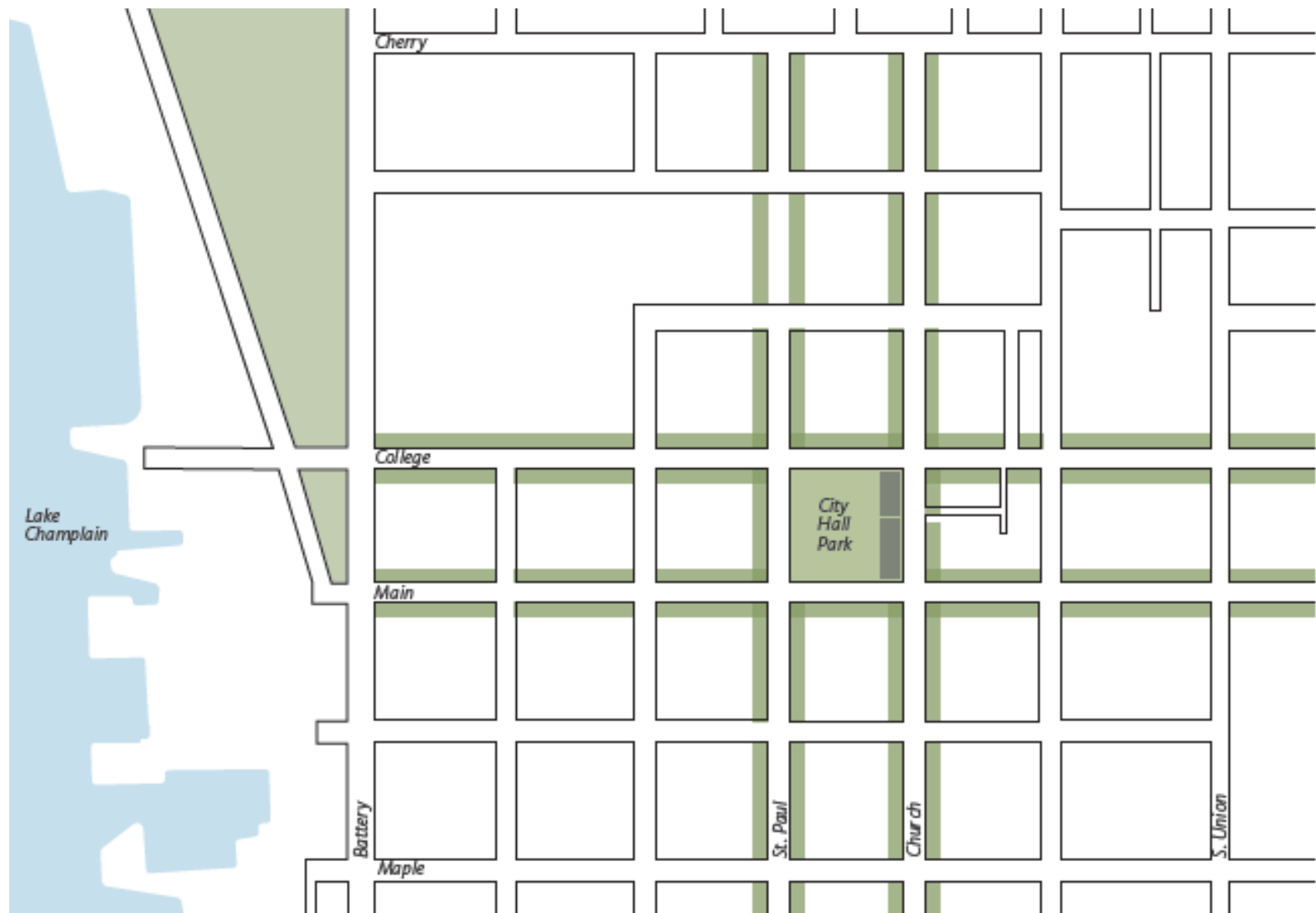
**DRAFT**

**ARTICLE 14**  
**PLANBTV DOWNTOWN CODE**  
VIBRANT · CREATIVE · ACTIVE · SUSTAINABLE

The creation of this Code was a collaboration of the City of Burlington and  
Town Planning & Urban Design Collaborative LLC.  
Learn more at: [www.burlingtonvt.gov/planBTV/](http://www.burlingtonvt.gov/planBTV/)

City Council Public Hearing DRAFT: Sept. 18, 2017

REFRAME THE CENTER OF DOWNTOWN...



**What do the standards do?**

## THE STANDARDS DO:

- Identify **common palette of materials & furnishings** to implement on streets over time
- **Compliment Church Street's visual character**, without replicating wholesale
- Create a public realm that **showcases buildings, signs, public art**, etc as the unique and authentic elements within downtown
- **Combine city, state, federal requirements** regarding rights-of-way in a single document
- Include **preferred and alternate elements to allow flexibility** to adapt to unique conditions, project budgets, other constraints
- Take **precedence over other City policies/guidance** regarding the right-of-way, unless otherwise noted

## THE STANDARDS DO NOT:

- Mandate the **immediate reconstruction of streets or replacement** of all fixtures/elements; instead, anticipate application of standards as projects occur or elements reach end of life
- Provide **specific designs for each street**; some streets will require corridor-specific studies
- Inventory **all conditions that may exist** in the right-of-way, especially unknown subsurface conditions

## PROVIDE A CRITICAL RESOURCE TO:

- **Planners & project managers** responsible for overseeing projects within the public right-of-way, including city departments and outside agencies
- **Professional street designers** preparing the specific plans for a public right-of-way
- **People who experience streets**, via all modes and for all purposes, and will benefit from a more predictable development of public streets

**How to use the standards?**

**PROJECT MANAGER**

**1.**

Review  
**Design  
Considerations**  
for the street/  
corridor

**2.**

Identify  
**Proposed  
Future Street  
Type**

Include details in Scope  
of Work, RFPs/RFQs for  
consultant services...

PROJECT MANAGER

1.

Review  
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consultant services...

Then, project  
development  
or scoping  
phase...



**PROJECT MANAGER or  
PROFESSIONAL & USERS**

3.

Select appropriate  
options to layout  
**Roadway &  
Pedestrian  
Zones**

PROJECT MANAGER

1.

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or scoping  
phase...



PROJECT MANAGER or  
PROFESSIONAL & USERS

PROFESSIONAL STREET DESIGNER

6.

Use **Materials  
& Furnishings  
Palette** to  
select materials,  
furnishings, etc

5.

Utilize **Street  
& Intersection  
Assemblies** to  
select & place  
needed elements

4.

Layout design,  
applying all  
pertinent **Zone  
Dimensions** to  
selected options

Finally, prepare  
plans &  
construction  
documents, cost  
estimates, etc.  
based on...

3.

Select appropriate  
options to layout  
**Roadway &  
Pedestrian  
Zones**

# **Bringing it all together: St. Paul Street Plans**

**PROJECT MANAGER**

**1.**

Review  
**Design  
Considerations**  
for the street/  
corridor

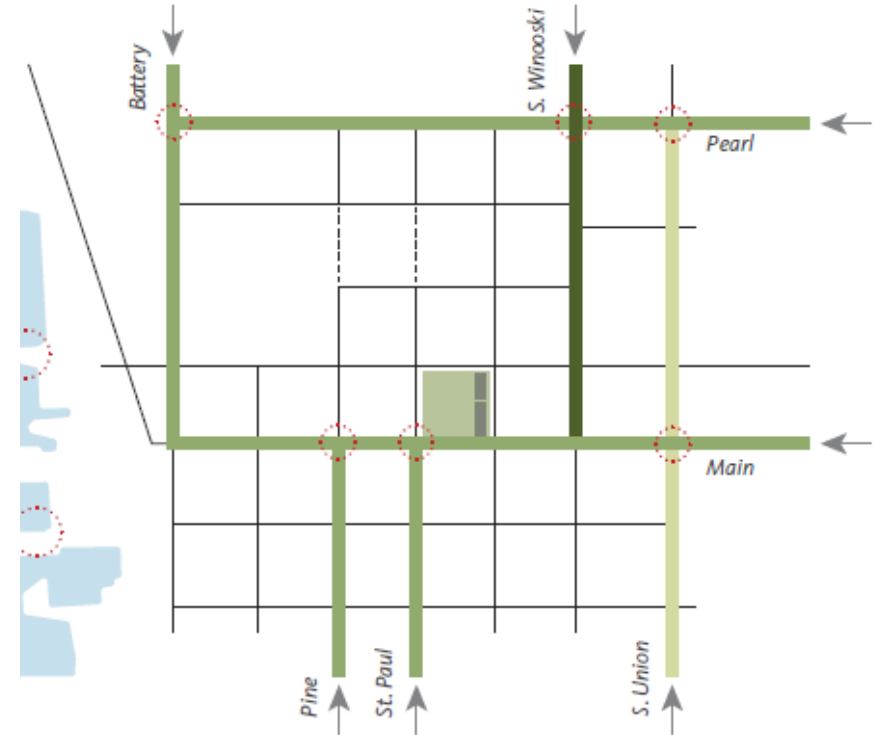
**2.**

Identify  
**Proposed  
Future Street  
Type**

Include details in Scope  
of Work, RFPs/RFQs for  
consultant services...

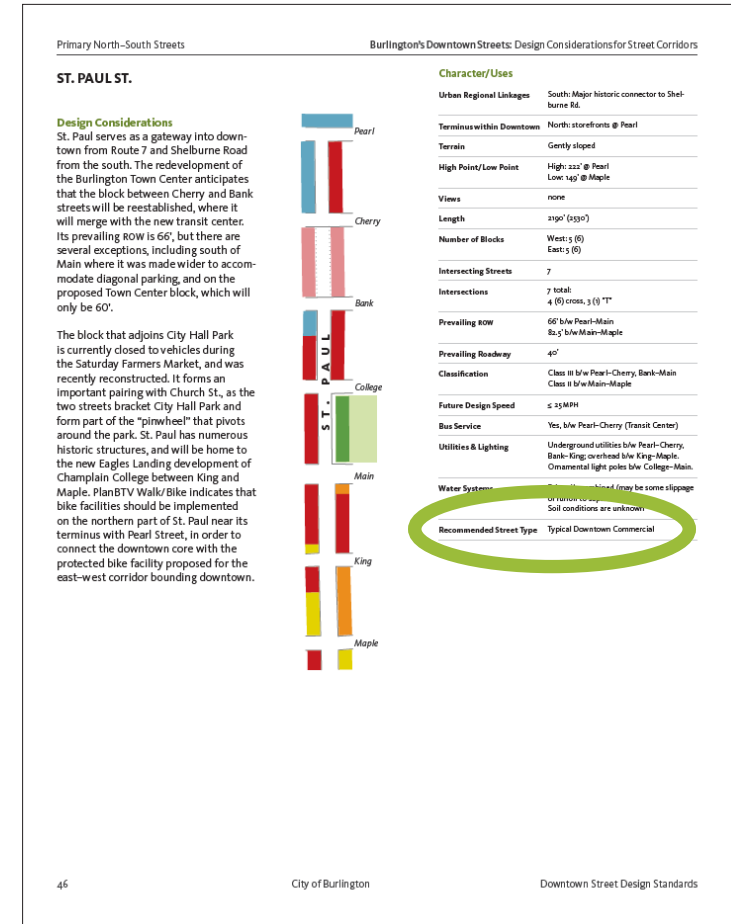
## 1.a. REVIEW INVENTORY OF CONDITIONS

- Current pavement width 38.5' - 55'; two-way street, left turn lane at Main
- Current parallel on-street parking all block-faces, with diagonal east side b/w Main-King
- Overhead utilities King-Maple, standard cobrahead lighting assembly
- Limited street trees in sidewalk cut-outs north of King, standard greenbelt south of King
- Major linkage into downtown from south; anticipated future connectivity through mall site



## 1.b. REVIEW DESIGN CONSIDERATIONS

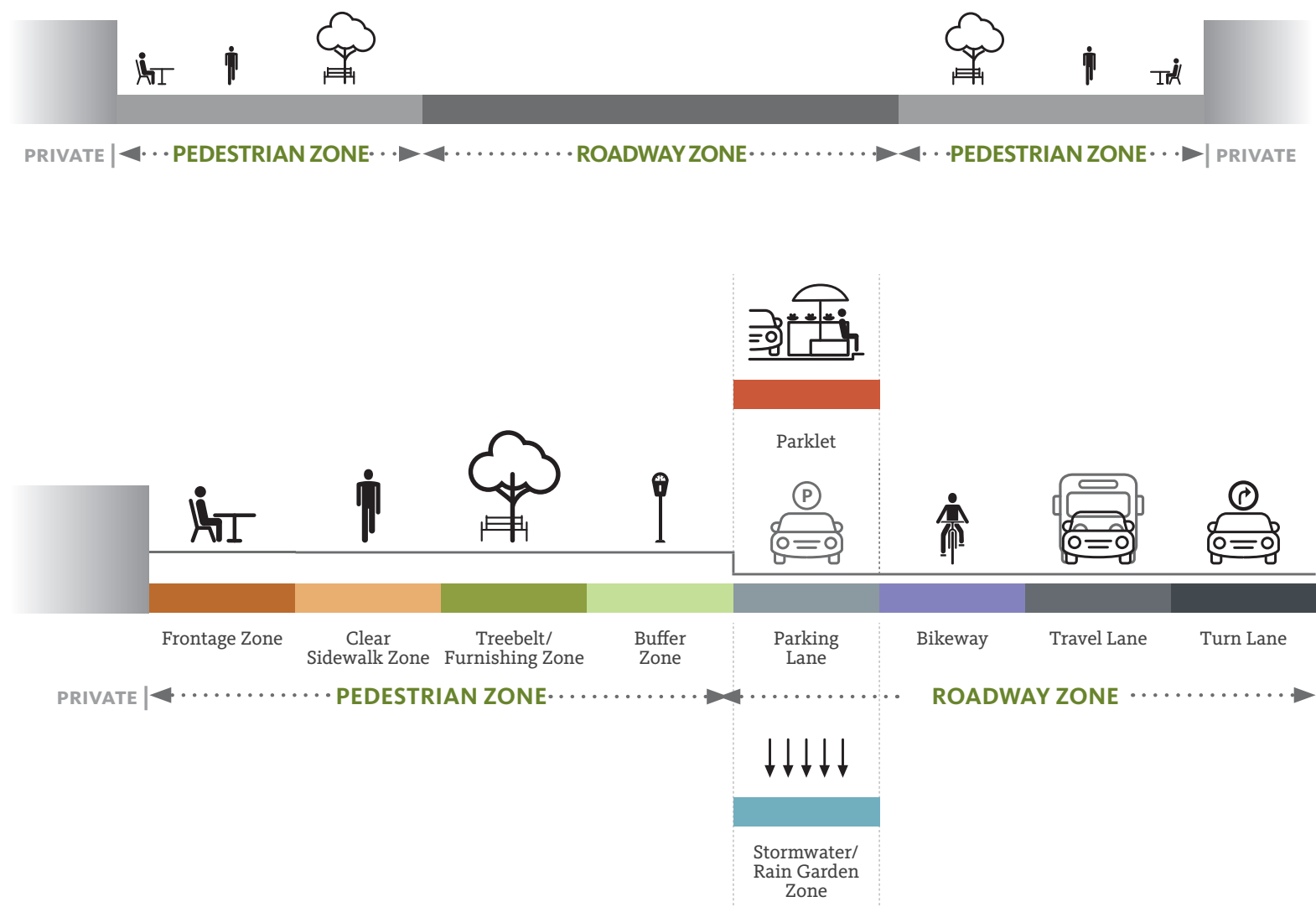
- **Recommended Street Type:**  
**Typical Downtown Commercial**
- Pairs with Church St. to “reframe center” of downtown; gateway from south
- Proposed Roadway Width: 35' (i.e. curb-to-curb);  
Proposed Design Speed: less than 25mph
- All street frontages require shop fronts per planBTV Downtown Code
- Walk-Bike Plan does not indicate separated bike facilities; transit service
- Underground overhead utilities



## 2. IDENTIFY FUTURE STREET TYPE

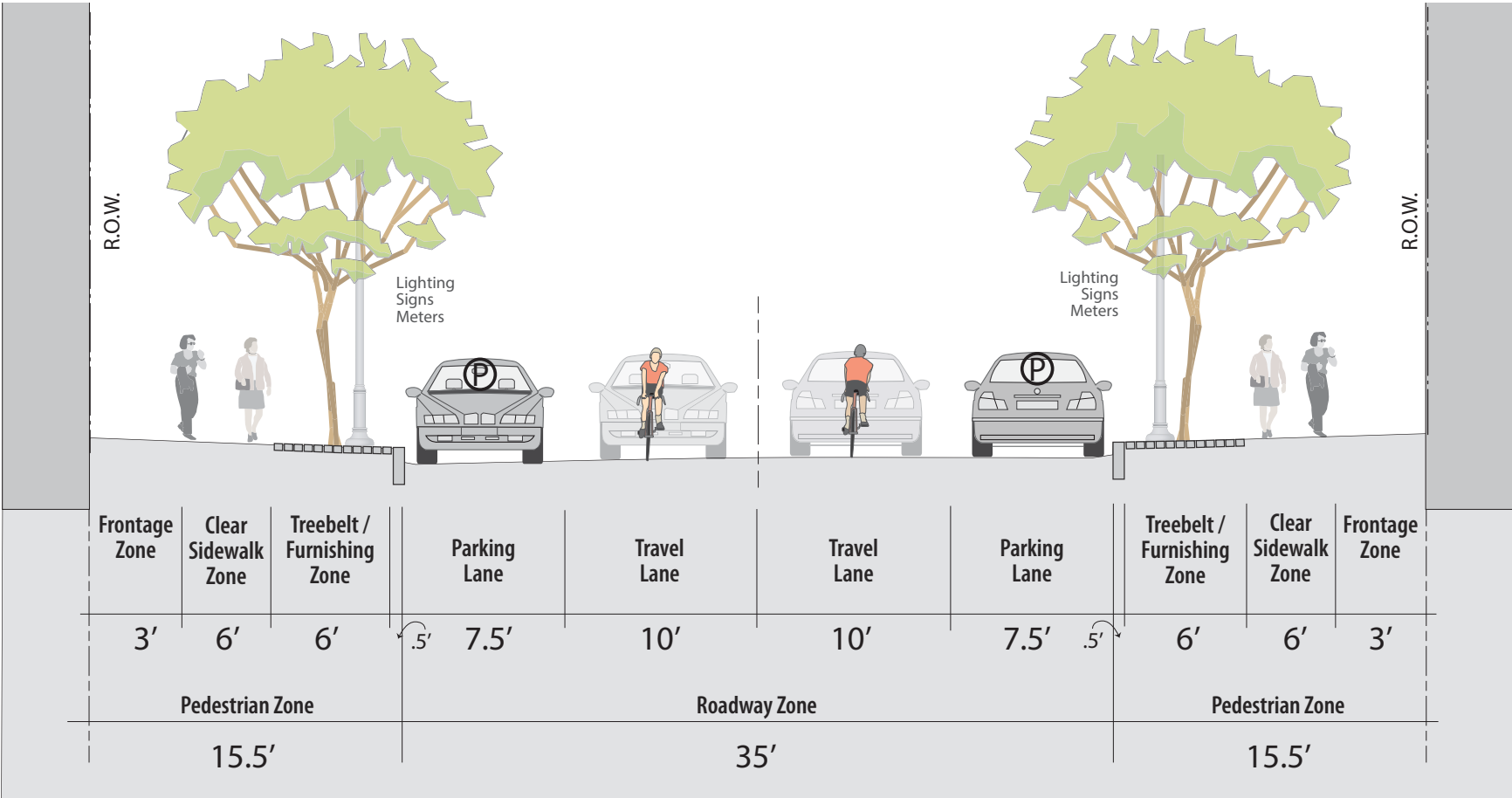
- **Downtown Commercial Street**
  - Typical (66' ROW, 35' Roadway)
  - Minimum (66' ROW, 28' Roadway)
- **Special Downtown Commercial Street**  
(99' ROW, 38' Roadway)
- **Downtown Commercial Street- Transit**
  - Typical (66' ROW, 40' Roadway)
  - Minimum (66' ROW, 37' Roadway)
- **Downtown Residential Street**  
(66' ROW, 30' Roadway)

# 2. STREET TYPE- Cross Section & Zone Options



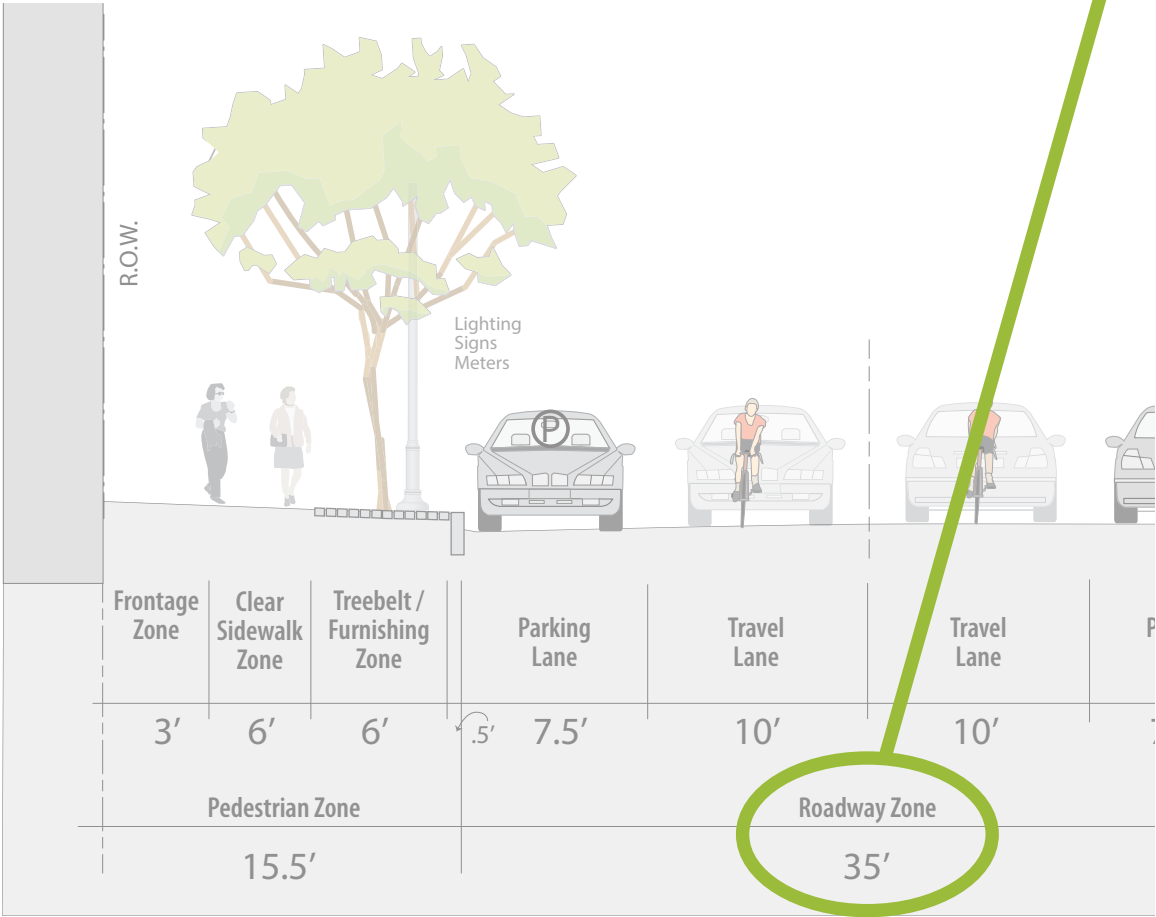
# ST PAUL STREET: TYPICAL COMMERCIAL STREET

35' Roadway Zone—31' Pedestrian Zone



# ROADWAY ZONE OPTIONS

35' Roadway Zone—31' Pedestrian Zone



**Roadway Zone Options**  
Options for zone arrangements within the roadway based on streets' unique characteristics and identified plans.

|              |               |               |              |
|--------------|---------------|---------------|--------------|
|              |               |               |              |
| ▼            | ▼             | ▲             | ▲            |
| Park<br>7.5' | Travel<br>10' | Travel<br>10' | Park<br>7.5' |

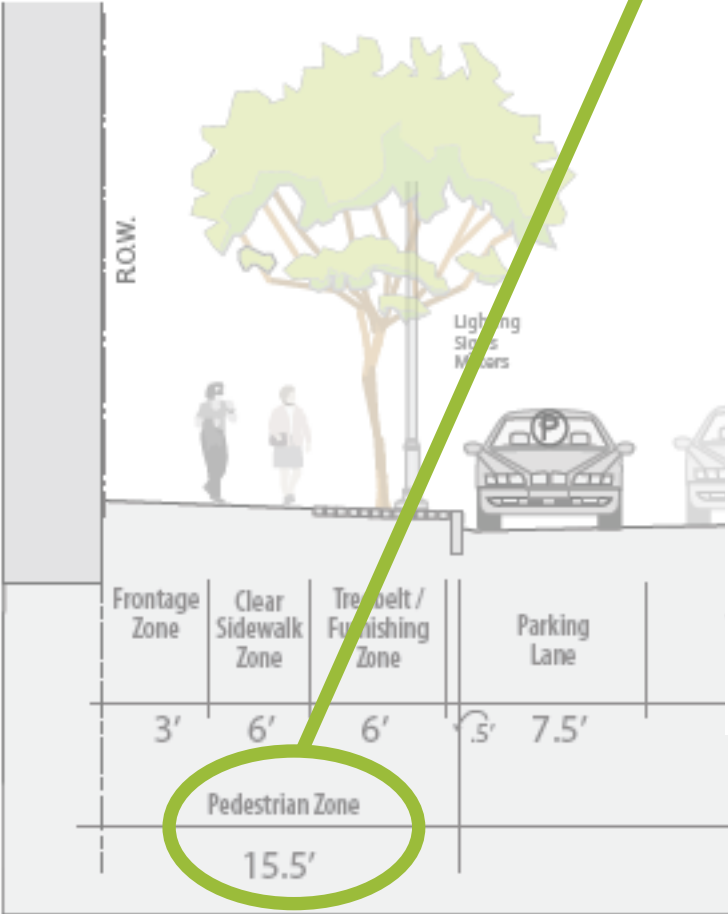
|                   |               |               |                   |
|-------------------|---------------|---------------|-------------------|
|                   |               |               |                   |
| ▼                 | ▼             | ▲             | ▲                 |
| Bike<br>5' + 2.5' | Travel<br>10' | Travel<br>10' | Bike<br>2.5' + 5' |

|              |               |               |                   |
|--------------|---------------|---------------|-------------------|
|              |               |               |                   |
| ▼            | ▼             | ▲             | ▲                 |
| Park<br>7.5' | Travel<br>10' | Travel<br>10' | Bike<br>2.5' + 5' |

# PEDESTRIAN ZONE OPTIONS

35' Roadway Zone—31' Pedestrian Zone



## Pedestrian Zone Options

Options for zone arrangements outside the curb based on streets' unique characteristics and adjacent land uses.

|           |  |  |  |  |  |
|-----------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 15.5 FEET |                                                                                     |                                                                                     |                                                                                     |                                                                                     |                                                                                     |
|           | Curb                                                                                | Buffer Zone *                                                                       | Tree Belt/<br>Furnishing Zone                                                       | Clear<br>Sidewalk<br>Zone **                                                        | Frontage<br>Zone ***                                                                |
| Preferred | 6"                                                                                  | 0'                                                                                  | 6'                                                                                  | 6'                                                                                  | 3'                                                                                  |
| Minimum   | 6"                                                                                  | 0'                                                                                  | 6'                                                                                  | 5'                                                                                  | 0'                                                                                  |

\* A 12" buffer is required to meet the 18" minimum setback from curb face to vertical obstructions when adjacent to parking. When there is no buffer zone, no vertical elements can be within the outermost 18" of the tree belt.

\*\* The ADA minimum 4' walkway (with 5' width every 200') may be applied.

\*\*\* Minimum 1' Frontage Zone required next to built structure, except on residential streets.

PROJECT MANAGER

1.

Review  
**Design  
Considerations**  
for the street/  
corridor

2.

Identify  
**Proposed  
Future Street  
Type**

Include details in Scope  
of Work, RFPs/RFQs for  
consultant services...

Then, project  
development  
or scoping  
phase...

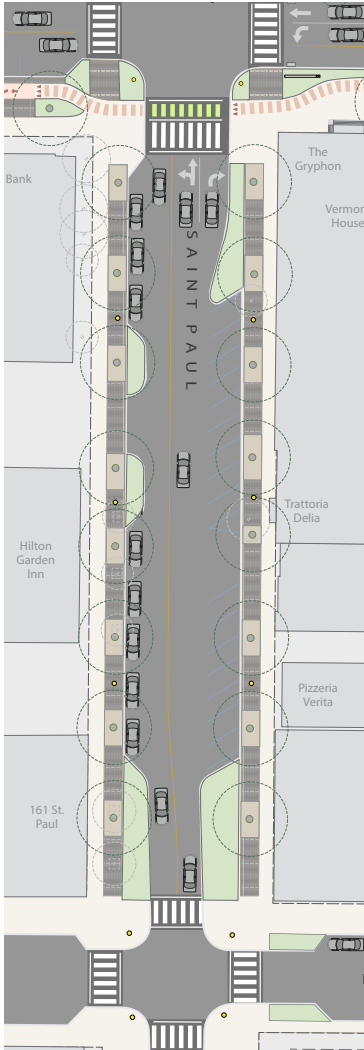


**PROJECT MANAGER or  
PROFESSIONAL & USERS**

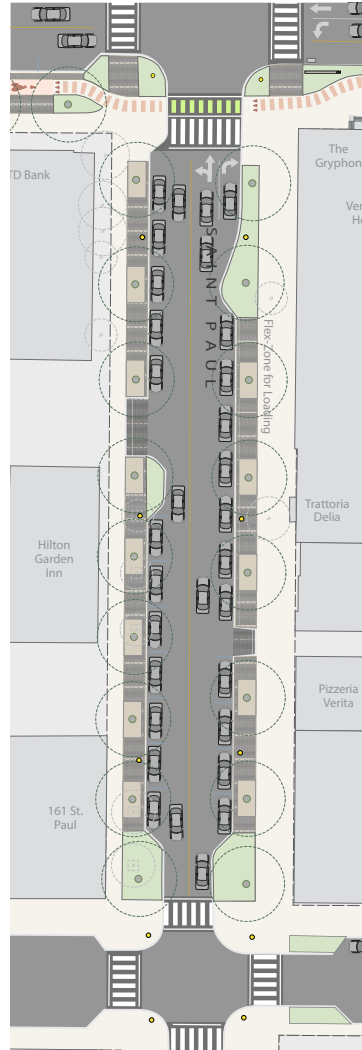
3.

Select appropriate  
options to layout  
**Roadway &  
Pedestrian  
Zones**

### 3. SELECT APPROPRIATE LAYOUT OPTIONS



VS



**BALANCE USERS & USES**

**WALKABLE & BIKEABLE**

**SUSTAINABLE**

**VIBRANT**

**FUNCTIONAL**

PROJECT MANAGER

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Then, project  
development  
or scoping  
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PROJECT MANAGER or  
PROFESSIONAL & USERS

PROFESSIONAL STREET DESIGNER

6.

Use **Materials  
& Furnishings  
Palette** to  
select materials,  
furnishings, etc

5.

Utilize **Street  
& Intersection  
Assemblies** to  
select & place  
needed elements

4.

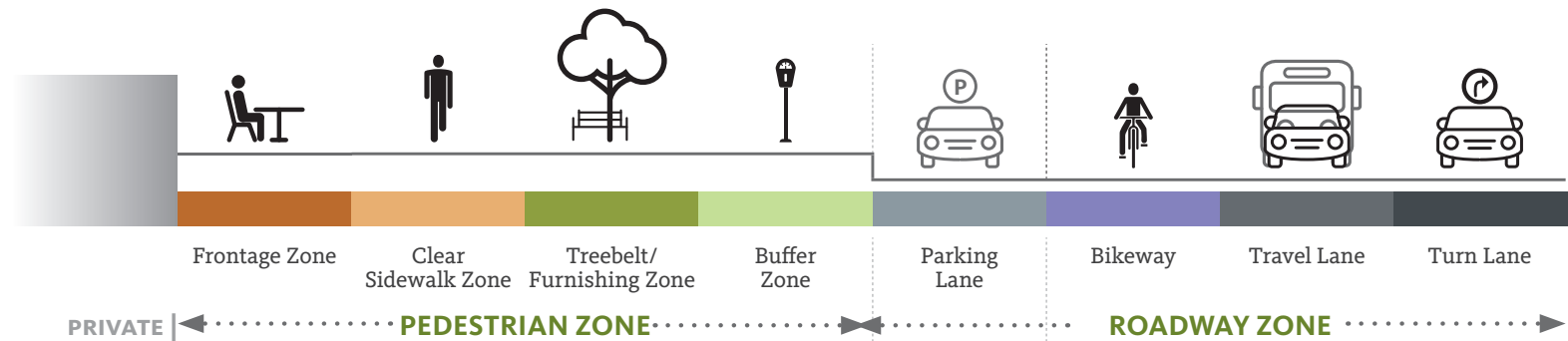
Layout design,  
applying all  
pertinent **Zone  
Dimensions** to  
selected options

Finally, prepare  
plans &  
construction  
documents, cost  
estimates, etc.  
based on...

3.

Select appropriate  
options to layout  
**Roadway &  
Pedestrian  
Zones**

# 4. LAYOUT DESIGN- ZONE DIMENSIONS



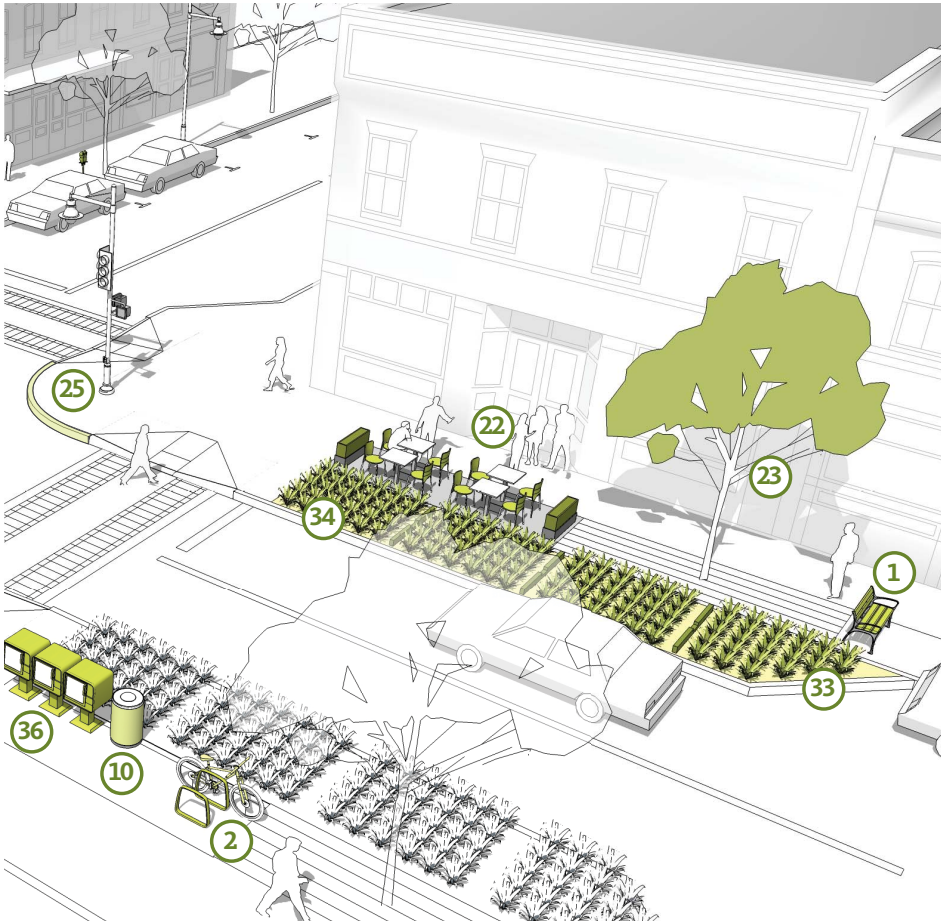
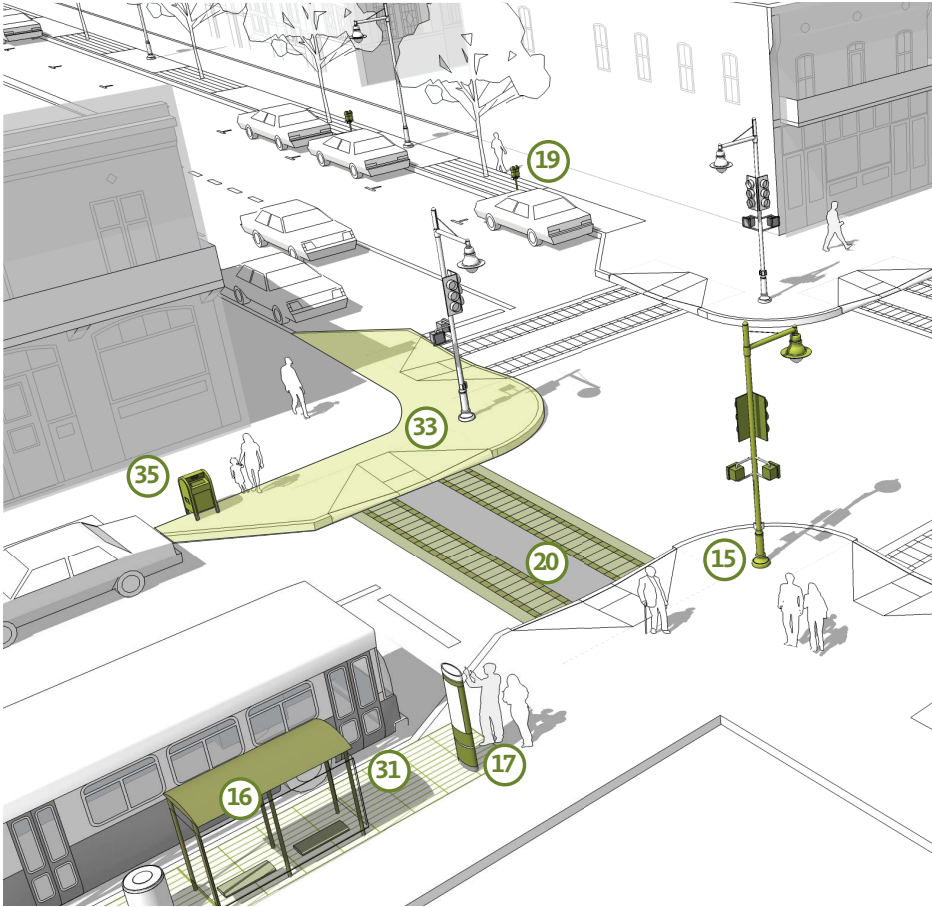
| Zone                                                                                                                          | Dimensions                                                                                                                      | Considerations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Add'l Info                                                                              |
|-------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| <div>Travel Lane</div> <div></div>           | 10' minimum; 10.5' minimum on transit/truck routes                                                                              | <ul style="list-style-type: none"><li>• Wider travel lanes (11' to 12') are appropriate in locations with high volumes of heavy vehicles.</li><li>• Travel lane widths of 10' generally provide adequate safety in urban settings while discouraging speeding. City may choose to use 11' lanes (10.5' min.) on designated truck and bus routes.</li></ul>                                                                                                                                                                                                                                                                               | <div>VTrans ref. dwg. Standard E-193 Pavement Marking Details</div> <div>App. A-7</div> |
| <div>Clear Sidewalk Zone</div> <div></div> | <div>5' width minimum; see Preferred for each street type</div> <div>Slab thickness:<br/>5" residential<br/>8" commercial</div> | <div>The Sidewalk Zone should be clear of any obstructions including utilities, traffic control devices, trees, and furniture. While these guidelines prescribe more generous preferred sidewalk zone widths during street reconstruction projects, they also establish a <b>total minimum sidewalk width of 5'</b> for several Street Types. The ADA minimum walkway width is 4', with a 5' width every 200'; this may be applied when severe dimensional constraints exist. When reconstructing sidewalks and relocating utilities, all utility access points and obstructions should be relocated outside of the Sidewalk Zone.</div> |                                                                                         |

## 5. SELECT STREETSCAPE ELEMENTS & SITING

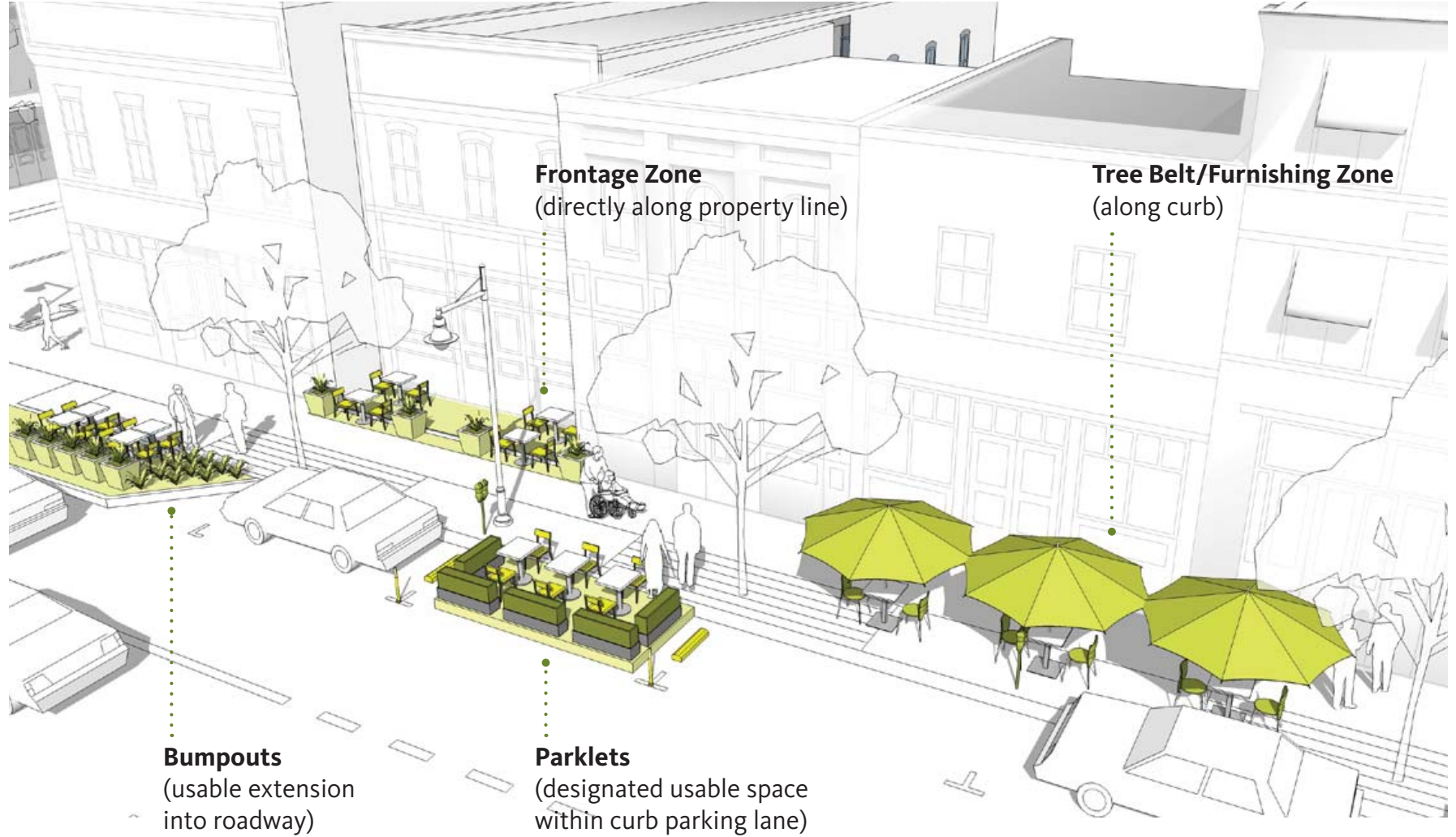
## MIDBLOCK



# 5. SELECT STREETSCAPE ELEMENTS & SITING



# PLACEMAKING OPTIONS



## 5. SELECT STREETSCAPE ELEMENTS & SITING



# 5. SELECT STREETSCAPE ELEMENTS & SITING

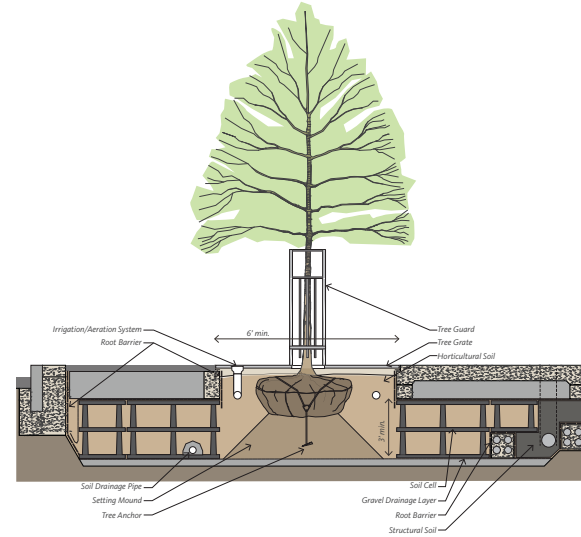


## 6. CHOOSE FROM MATERIALS & FURNISHINGS PALETTE



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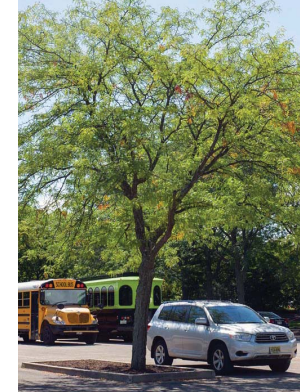
- Bikeway types, marking & signage
- Street tree species, treebelt types, planting and spacing details, and subsurface details
- Stormwater facility types, planting and sizing details
- Street light design parameters, technology, poles & fixtures, layouts; utility pole lights and traffic control signals; temporary/festive lighting



*Gleditsia triacanthos v. inermis*  
Halka Honeylocust  
Height: 30-40'



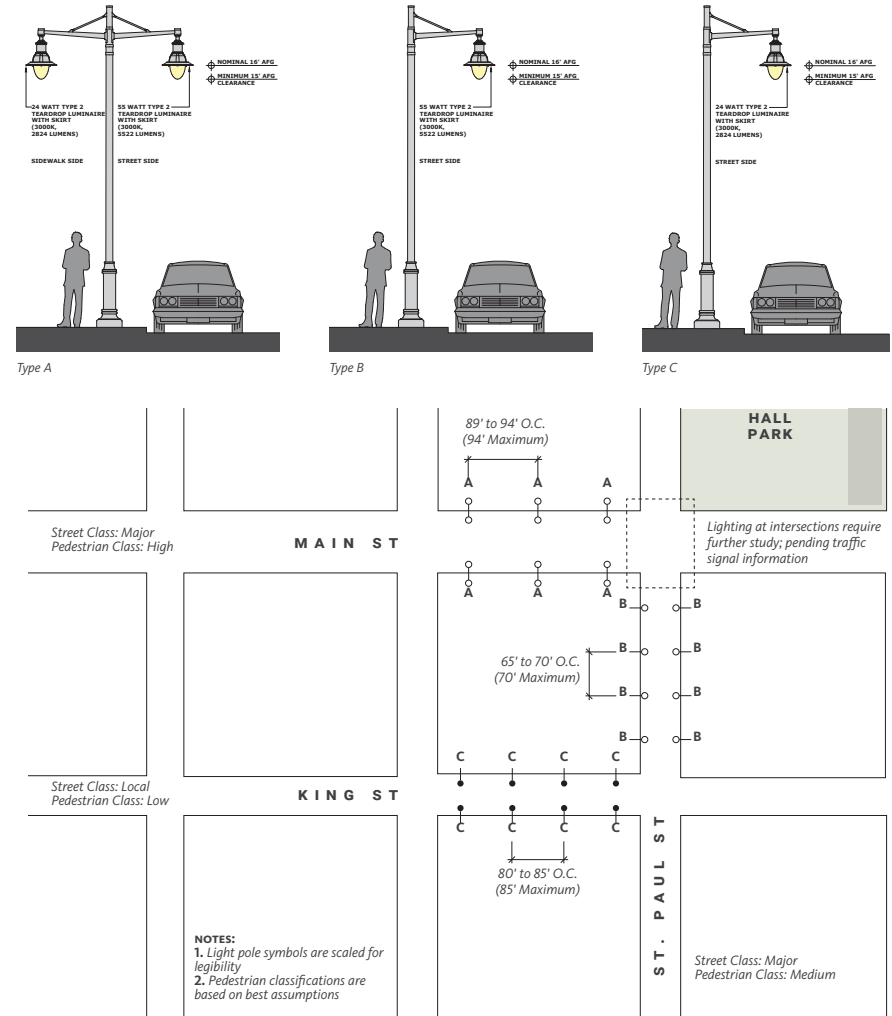
*Gleditsia triacanthos v. inermis*  
Imperial Honeylocust  
Height: 25-30'



*Gleditsia triacanthos v. inermis*  
Skyline Honeylocust  
Height: 35-45'

## 6. CHOOSE FROM MATERIALS & FURNISHINGS PALETTE

- Bikeway types, marking & signage
- Street tree species, treebelt types, planting and spacing details, and subsurface details
- Stormwater facility types, planting and sizing details
- Street light design parameters, technology, poles & fixtures, layouts; utility pole lights and traffic control signals; temporary/festive lighting

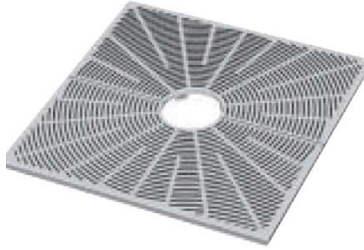
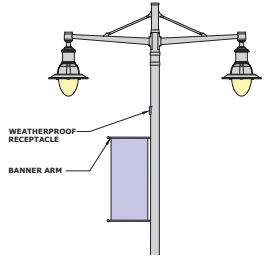


## 6. CHOOSE FROM MATERIALS & FURNISHINGS PALETTE

- Pedestrian & Roadway Zone materials (road, sidewalk, curb, ramps, crosswalks, etc)
- Seating- benches, movable seating
- Bike parking facilities, bus shelters
- Parking Meters
- Parklets, bollards
- Planters
- Trash & Recycling containers



## 6. CHOOSE FROM MATERIALS & FURNISHINGS PALETTE



- Public toilets
- Tree & trench grates, tree guards
- Street Light Pole Banners
- Wayfinding Signs & Info
- Map Kiosks
- Bulletin Boards
- Street Signs

## 6. CHOOSE FROM MATERIALS & FURNISHINGS PALETTE



## 6. CHOOSE FROM MATERIALS & FURNISHINGS PALETTE



# 6. CHOOSE FROM MATERIALS & FURNISHINGS PALETTE

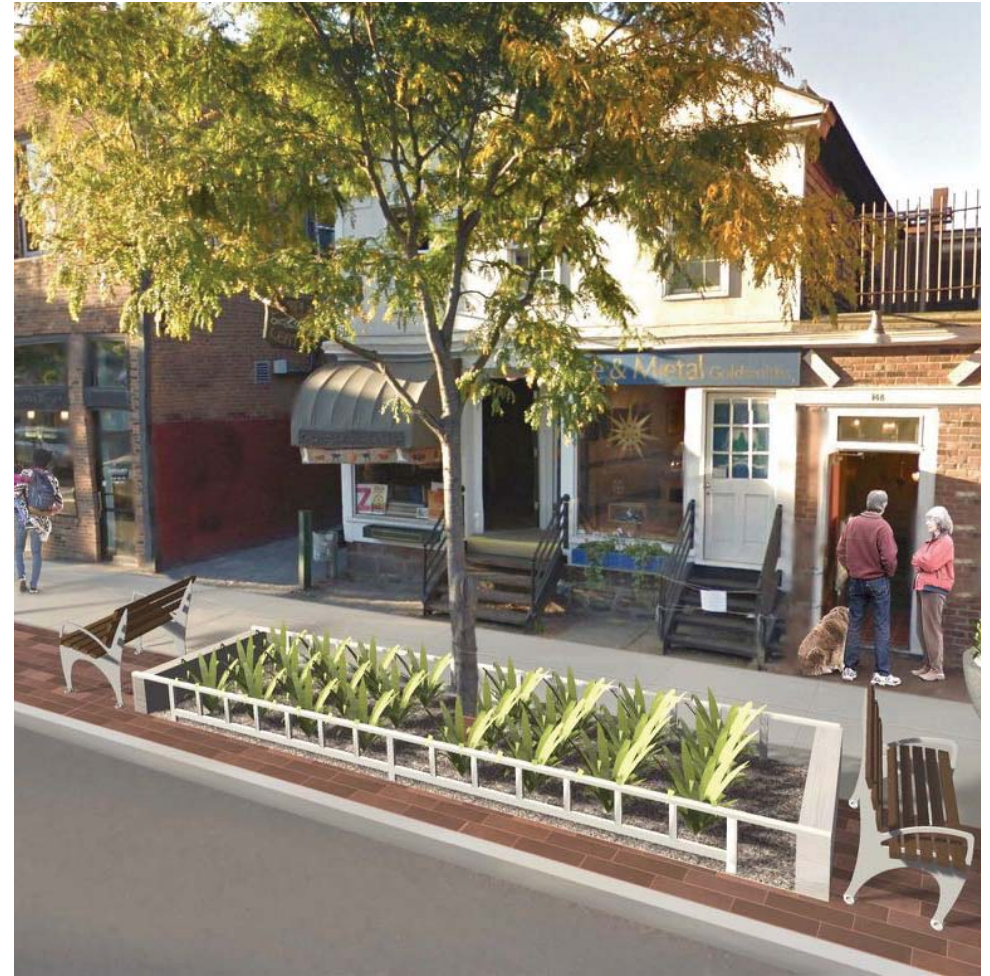
Burlington  
Great Streets

Street Element  
Scorecard

CARD 1

|                   | 1. APPROPRIATE<br>fits with Burlington's Character | 2. AESTHETIC<br>general attractiveness | 3. FUNCTIONAL<br>serves current uses | 4. ADAPTABLE<br>can be modified to serve possible future needs | 5. AFFORDABLE<br>initial cost meets project budget | 6. SUSTAINABLE<br>helps meet environmental goals | 7. MAINTAINABLE<br>ongoing costs meet City's capacities and budget | 8. FLEXIBLE<br>can be integrated well with existing city elements | 9. AVAILABLE<br>reliable and ready suppliers | TOTAL<br>out of 45 |
|-------------------|----------------------------------------------------|----------------------------------------|--------------------------------------|----------------------------------------------------------------|----------------------------------------------------|--------------------------------------------------|--------------------------------------------------------------------|-------------------------------------------------------------------|----------------------------------------------|--------------------|
| PEDESTRIAN LIGHTS |                                                    |                                        |                                      |                                                                |                                                    |                                                  |                                                                    |                                                                   |                                              |                    |
| OPTION A.         | 5                                                  | 3                                      | 4                                    | 4                                                              | 5                                                  | 2                                                | 3                                                                  | 4                                                                 | 4                                            | 34                 |
| OPTION B.         | 4                                                  | 3                                      | 2                                    | 2                                                              | 5                                                  | 1                                                | 2                                                                  | 3                                                                 | 3                                            | 26                 |
| OPTION C.         | 5                                                  | 3                                      | 4                                    | 3                                                              | 5                                                  | 2                                                | 3                                                                  | 4                                                                 | 4                                            | 28                 |
| STREET TREES      |                                                    |                                        |                                      |                                                                |                                                    |                                                  |                                                                    |                                                                   |                                              |                    |
| OPTION A.         | 5                                                  | 3                                      | 4                                    | 4                                                              | 5                                                  | 5                                                | 3                                                                  | 4                                                                 | 4                                            | 37                 |
| OPTION B.         | 3                                                  | 3                                      | 2                                    | 5                                                              | 1                                                  | 2                                                | 3                                                                  | 1                                                                 | 5                                            | 25                 |
| OPTION C.         | 4                                                  | 3                                      | 2                                    | 4                                                              | 5                                                  | 1                                                | 2                                                                  | 3                                                                 | 4                                            | 28                 |
| TREE GRATES       |                                                    |                                        |                                      |                                                                |                                                    |                                                  |                                                                    |                                                                   |                                              |                    |
| OPTION A.         | 2                                                  | 3                                      | 3                                    | 4                                                              | 5                                                  | 2                                                | 2                                                                  | 3                                                                 | 4                                            | 28                 |
| OPTION B.         | 4                                                  | 3                                      | 5                                    | 3                                                              | 4                                                  | 5                                                | 3                                                                  | 5                                                                 | 5                                            | 37                 |
| OPTION C.         | 4                                                  | 3                                      | 5                                    | 4                                                              | 5                                                  | 4                                                | 4                                                                  | 5                                                                 | 4                                            | 38                 |

## 6. CHOOSE FROM MATERIALS & FURNISHINGS PALETTE



# 6. CHOOSE FROM MATERIALS & FURNISHINGS PALETTE

## RECOMMENDED OPTION



### Vera—by mmcité

|              |                                                                                                             |
|--------------|-------------------------------------------------------------------------------------------------------------|
| Dimensions   | 28" W x 32" H<br>3 lengths available: 2', 5', 6'                                                            |
| Material     | Galvanized Steel Frame & Resysta Board Seat & Back OR Galvanized Steel Frame & Steel Round Grid Seat & Back |
| Finish       | RAL 9007 Gray Aluminum powdercoat                                                                           |
| Armrests     | Intermediate armrest available                                                                              |
| Installation | Anchor with manufacturer-provided hardware. Install per manufacturer instructions.                          |
| Manufacturer | mmcité                                                                                                      |
| Models       | Resysta: 2' (LV157); 5' (LV155); 6' (LV156)<br>Metal: 2' (LV257); 5' (LV255); 6' (LV256)                    |
| Note         | Resysta material information on next page and in <a href="#">Appendix section A-8</a>                       |

## RECOMMENDED OPTION



### Resysta Material

|                 |                                                                                                                                                                                    |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Materials       | Rice husk, common salt, mineral oil                                                                                                                                                |
| Characteristics | Water resistant<br>Frost-proof<br>UV resistant<br>No pest or fungal decay<br>Long lifetime<br>Low maintenance<br>Fully recyclable<br>Contributes to LEED Certification             |
| Color           | Color can range from a pale greenish-yellow to a darker brown.                                                                                                                     |
| Manufacturer    | Resysta                                                                                                                                                                            |
| Reference       | <a href="http://www.resysta.com/material-resysta.html">http://www.resysta.com/material-resysta.html</a><br><a href="http://resysta.mmcite.com/en">http://resysta.mmcite.com/en</a> |
| Note            | Resysta material information in <a href="#">Appendix section A-8</a>                                                                                                               |

## ALTERNATE OPTION



### Custom Bench

|              |                                                                                                                                                                                                                                                                                                                                                            |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description  | Custom benches may be designed for incorporation into the row subject to city approval based on structural performance and aesthetic considerations.                                                                                                                                                                                                       |
| Performance  | Custom Benches must be capable of withstanding a concentrated load of 200 lbf applied at any point and in any direction; a uniform load of 50 lbf/ft applied horizontally and concurrently with uniform load of 100 lbf/ft applied vertically downward. Custom Benches shall meet or exceed the requirements of applicable local and state building codes. |
| Material     | Custom Benches must be made of durable materials, capable of resisting corrosion in Burlington's high-salt environment.                                                                                                                                                                                                                                    |
| Finish       | Custom Benches must be finished to resist rust, peeling, chipping, cracking, mold, and mildew. Warranty for 5 years from date of installation.                                                                                                                                                                                                             |
| Installation | Mount permanent Custom Benches to streetscape pavement or a concrete base with corrosion-resistant hardware.                                                                                                                                                                                                                                               |

# **Adopting the Standards**

## DESIGN TEAM PROCESS INCLUDED:

- **Analysis of existing elements** in use in the public ROW, in some cases on adjacent private property
- Collect **feedback about the elements of a Great Street** in first public meeting
- **Selection of elements** to meet Great Streets Principles; local conditions; applicable local, state, federal standards
- **Compliment**, not replicate Church Street aesthetics
- Provide a range of **recommended, alternative options** for elements
- **Tested elements on concept plans**- city & public feedback
- **Refined recommendations** & provided additional detail
- Detailed review of elements by **staff in 10+ departments/divisions of the City**

## NEXT STEPS

- Review with City Boards & Commissions- October, November
- Staff complete technical evaluation & revisions with design team
- DPW approval & recommendation of adoption to City Council
- City Council adoption upon Board & Commission recommendations- December



Burlington Department of Public Works Commission Meeting  
Draft Minutes, 18 October 2017  
645 Pine Street

**Commissioners Present:** Robert Alberry; Tiki Archambeau (Chair); Chris Gillman (Clerk); Solveig Overby; Jeff Padgett; Justine Sears (Vice Chair). **Commissioners Absent:** Jim Barr.

**Item 1 – Call to Order – Welcome – Chair Comments**

Chair Archambeau calls meeting to order at 6:35pm and makes opening comments.

**Item 2 – Agenda**

Action taken: approval of Agenda;

“Ayes” are unanimous.

**Item 3 – Public Forum (3 minute per person time limit)**

No members of the public speak.

**Item 4 – Consent Agenda**

A. Traffic Status Report

B. Removal of No-Parking Zone on Strong St

C. Relocation of Lafountain St. Accessible Space

D. Temporary Bus Parking on Pearl St

Commissioner Padgett makes motion to accept Consent Agenda and is seconded by Clerk Gillman.

Action taken: motion approved.

“Ayes” are unanimous.

**Item 5 – Holiday Parking Incentive**

A) Staff Communication by Assistant Director for Parking & Traffic Patrick Mulligan and Burlington Business Association Executive Director Kelly Devine who speak on the city’s holiday parking campaign.

B) Commission Questions

Commissioner Overby asks questions on Item 5 with Assistant Director Mulligan and Executive Director Devine answering.

C) Public Comment

Julie Ann Perlmutter, Ward 3, speaks on Item 5 with Assistant Director Mulligan and Executive Director Devine responding.

D) Commissioner Discussion

Chair Archambeau, Clerk Gillman, Commissioner Padgett and DPW Director Chapin Spencer engaged in a discussion over Item 5.

E) Action Requested – None.

**Item 6 – Great Streets – Draft Standards Presentation**

A) Staff Oral Presentation by DPW Engineer Laura Wheelock, Planning & Zoning Principle Planner for Comprehensive Planning Meagan Tuttle, and CEDO Senior Projects and Policy Specialist Kristen Merriman-Shapiro who speak on the city’s Great Streets standards draft.

B) Commission Questions

Chair Archambeau and Commissioners Overby and Padgett ask questions on Item 6 with City Engineer and Assistant Director for Technical Services Norm Baldwin, Engineer Wheelock, Planner Tuttle, and Specialist Merriman-Shapiro answering.

C) Public Comment

- D) Commissioner Discussion
- E) Action Requested – None.

#### **Item 7 – 2018 Paving List**

A) Staff Communication by Engineer Wheelock who speaks on the city’s proposed 2018 paving list, introducing the untitled street work map for the record.

B) Commission Questions

Chair Archambeau and Commissioner Padgett ask questions on Item 7 with Engineer Wheelock answering.

C) Public Comment

D) Commissioner Discussion

E) Motion made by Commissioner Padgett to accept staff’s recommendation: DPW has reviewed all of the streets for their compliance with Complete Streets. Of the streets with planned work, all of them comply.

Seconded by Vice Chair Sears.

Discussion

Action taken: motion approved;

“Ayes” are unanimous.

#### **Item 8 – Sidewalk 2 Year Work Plan – Update**

A) Staff Presentation by Engineer Wheelock who speaks on the city’s 2-year sidewalk plan, introducing the “Sidewalks 2017-2018-2019” map for the record.

B) Commission Questions

Chair Archambeau, Vice Chair Sears, Clerk Gillman, and Commissioners Overby and Padgett ask questions on Item 8 with Director Spencer and Engineer Wheelock answering.

C) Public Comment

Barbara Headrick, Ward 6, speaks on Item 8 with Engineer Wheelock responding.

D) Commissioner Discussion

E) Action Requested – None.

#### **Item 9 – Public Engagement Plan**

A) Staff Presentation by Director Spencer, DPW Public Information Manager Robert Goulding, and Senior Transportation Planner Nicole Losch who speak on the city’s engagement plan, introducing “Draft – Public Engagement Plan” for the record.

B) Commission Questions

Chair Archambeau, Vice Chair Sears, and Commissioners Overby and Padgett ask questions on Item 9 with Director Spencer, Manager Goulding, and Planner Losch answering.

C) Public Comment

Barbara Headrick, Ward 6, speaks on Item 9.

D) Commissioner Discussion

E) Motion made by Commissioner Alberry (with a friendly amendment by Commissioner Padgett to make commission language an endorsement) to endorse the DPW Public Engagement Plan with changes recommended by the Transportation Energy Utilities Committee (TEUC).

Seconded, with friendly amendment, by Clerk Gillman.

Discussion

Commissioner Overby and Director Spencer engaged in a discussion over Item 9.

Action taken: motion approved;

“Ayes” are unanimous.

**Item 10 – Approval of Draft Minutes of 9-20-17**

Clerk Gillman makes motion to accept draft minutes of 9-20-17 and is seconded by Commissioner Alberry.

Action take: motion approved;  
Commissioner Alberry: aye  
Chair Archambeau: aye  
Commissioner Barr: *not present*  
Clerk Gillman: aye  
Commissioner Overby: aye  
Commissioner Padgett: *abstains*  
Vice Chair Sears: aye

**Item 11 – Director’s Report**

Director Spencer reports Mayoral Press Conference on Capital Projects, introducing the relevant press release and capital improvements chart for the record; and on last month’s employee appreciation event at the St. John’s Club with City Engineer Baldwin commenting.

**Item 12 – Commissioner Communications**

Commissioner Overby comments on a possible future demonstration or video on the construction portal and SeeClickFix; Vice Chair Sears comments on the construction portal with Director Spencer responding; Commissioner Alberry comments on the poor section of North Ave just north of Burlington High School with Director Spencer responding; Chair Archambeau comments on the meeting of the Permit Reform Committee a few weeks ago with Commissioner Overby responding.

**Item 13 – Adjournment & Next Meeting Date – November 15, 2017**

Motion to adjourn made by Clerk Gillman and seconded by Commissioner Padgett.

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

Meeting adjourned at 8:43pm.

Burlington Department of Public Works Commission Meeting  
Final Minutes, 18 October 2017  
645 Pine Street

**Commissioners Present:** Robert Alberry; Tiki Archambeau (Chair); Chris Gillman (Clerk); Solveig Overby; Jeff Padgett; Justine Sears (Vice Chair). **Commissioners Absent:** Jim Barr.

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Action taken: approval of Agenda;

“Ayes” are unanimous.

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C. Relocation of Lafountain St. Accessible Space

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Action taken: motion approved.

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E) Action Requested – None.

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Seconded by Vice Chair Sears.

Discussion

Action taken: motion approved;

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##### **E) Action Requested – None.**

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