



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
802.863.9094 x 3 VOICE
www.burlingtonvt.gov/dpw

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

**DPW COMMISSION MEETING AGENDA
September 21, 2022
6:30 p.m.**

To join in person: 645 Pine St., Burlington, VT

To Join via Zoom: <https://us02web.zoom.us/j/83495330508>

To call into the meeting: 301-715-8592 Webinar ID: 834 9533 0508

Channel 17 also often livestreams this on their YouTube channel and airs it over the air at a later date.

Note that comments on YouTube are not monitored.

- 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 Approval of Draft Minutes 8-24-22
 - B Reallocation of 30-Minute Parking on South Champlain Street
 - C Accessible Parking at 412 North Street
- 5 10 Min BHS Rooftop Garden- Downtown Garage – North (Decommissioning 11 Spaces)
 - A Communication, J. Padgett
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested – Vote
- 6 10 Min Director's Report
- 7 10 Min Commissioner Communications
- 8 **Adjournment & Next Meeting Date – October 19, 2022**



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- 8 **Adjournment & Next Meeting Date – October 19, 2022**

**DEPARTMENT OF PUBLIC WORKS
645 PINE STREET
BURLINGTON, VERMONT 05401
COMMISSION MEETING AUGUST 24, 2022
DRAFT MINUTES**

Commissioners Present: Commissioner Barr, Commissioner Damiani, Commissioner Fox, Commissioner Hogan (Chair), Commissioner Damiani, Commissioner O'Neill-Vivanco (Vice Chair), Commissioner Overby

Commissioner Absent: Commissioner Munteanu

ITEM 1 – CALL TO ORDER

Director Spencer called the meeting to order at 6:32 p.m.

ITEM 2 – AGENDA

Commissioner Barr made a motion to accept the agenda
Commissioner O'Neill-Vivanco seconded
Commissioner Overby wanted to pull Item F Oak – 15 Minute Parking Removal for discussion
Commissioner Barr was okay with the amendment
Commissioner O'Neill-Vivanco was okay with the amendment
Unanimous approval

ITEM 3 – ELECTION OF CHAIR, VICE CHAIR AND SECRETARY

Commissioner Barr nominated Commissioner Hogan for the position of Chair
Commissioner Barr nominated Commissioner O'Neill-Vivanco for the position of Vice-Chair
Commissioner Barr's final motion was for Commissioner Hogan as Chair, Commissioner O'Neill-Vivanco as Vice Chair and Valerie Ducharme as Secretary.
Both Commissioner Hogan and Commissioner O'Neill-Vivanco accepted their nominations.
Unanimous approval

ITEM 4 – PUBLIC FORUM (3 minute per person time limit)

Laune Essig and Karen Dawson of Lakeside came in to speak of the parking problems in their neighborhoods in Lakeside. Hula charges for parking so employees are going on the neighborhood streets and taking up the parking spaces of the residents of Lakeside. They have reached out to HULA who stated they are aware of the problem and they

suggested that the neighborhood petitions for Resident Only Parking. They just want this problem fixed for the residents in the neighborhood.

ITEM 5– CONSENT AGENDA

- A – Approval of Draft Minutes 6-15-22
- B – Main St – Willard St No Parking Zone
- C – Lakeside Ave 1 Hour Parking
- D – South Champlain St Vehicle Loading Zone Removal
- E – Hyde Street ADA Space Removal
- F – 86 Oak St – 15 Minute Parking Removal
- G – Birchcliff Parkway Parking Removal
- H – Union Station Are Parking and Loading/Unloading Revisions
- I – Kilburn St Stop Sign Addition
- J – Lavalley Lane No Parking

Commissioner Barr made a motion to accept the consent agenda
Commissioner Damiani seconded
Unanimous approval

ITEM 5.1 – 86 Oak Street – 15 Minute Parking Removal

DPW Engineer Philip Peterson stated that this parking space should have been removed when the space at 88 Oak Street was removed. A loading zone has replaced the 15 minutes space. Vehicles are parking on the greenbelt and sidewalk, the loading zone was put in for restaurant pick up.

Commissioner Overby was not aware that it was removed. There should be some place for cars picking up their food orders. Maybe have cut outs like at Scout and Company on North Avenue as the loading zone is not big enough.

Commissioners discussion that there needs to be a solution for grab and go for food on the Intervale Avenue side of the building. City Engineer Peterson stated that is what the Loading Zone parking lot and there should be clear signage for people to know where to park.

Commissioner Barr made a motion to accept staff's recommendation.
Commissioner Damiani seconded
Commissioner O'Neill-Vivanco "Aye", Commissioner Overby "No", Commissioner Fox "Aye", Commissioner Damiani "Aye", Commissioner Hogan "Aye"
Ayes have it, passed

ITEM 6 – Plan BTV Walk/Bike Progress

Jonathan Weber from Local Motion came in and gave a presentation on the progress of the past five years on a 15-year bike/walk plan. He went through several different aspects of the plan and the progress and some of the issues that have not been taken care of yet. He also mentioned some of the maintenance issues for bikers in Burlington. Commissioner stated some ways to help is for clearing bike lanes and communicate where the priorities fall. We should have some mobility education offered to the citizens.

ITEM 7 – RAILYARD ENTERPRISE PROJECT

This presentation was given by Senior DPW Engineer Cory Mims of Burlington Public Works and Greg Goyette from Santec Engineering and Engineer Olivia Darisse. There was a presentation that was given in which there was background information given on three alternatives and a no build alternative. He explained each of the options and stated that the best option for this project was Alternative 1. Hoping to go in front of the City Council for a vote September 18, 2022.

Commissioner Overby excited to see this move forward and is in support of the roundabout connection.

Commissioner O'Neill-Vivanco also support roundabout version and questioned access for businesses on Maple and Battery Street for loading and unloading and visitors.

Commissioner Fox asked about the Barge Canal being a super fund site.

Commissioner Barr also in facor of roundabout, have signage for bike infrastructure and maybe a few plantings.

Commissioner Damiani asked about space for shared use path. He was informed that we are looking into this.

Commissioner Hogan also asked about a shared use path. Greg informed him that there is a lot of truck traffic in railyard. The railroad has strict limits on how close we can be near the rail tracks as this is a place where there is a lot of rock being dumped and want to prevent damage to vehicles.

Commissioner Hogan in support of Alternative 1B.

Commissioner Barr made a motion –The Public Works Commission supports Alternative 1B as the anticipated preferred alternative for the Railyard Enterprise Project and supports staff as they seek acceptance on the anticipated preferred alternative from the City Council.

Commissioner Damiani seconded.

Unanimous Approval

ITEM 8 – DIRECTOR’S REPORT

Director Spencer stated that there will be an upcoming Waste Water building tour.
Would like to hold a future meeting at the Waste Water facility
We talked about the Railyard project
Shelburne Street roundabout is ahead of schedule
We have had a good construction season.

ITEM 9 – COMMISSIONER COMMUNICATION

Commissioner Overby received a call from a resident in Burlington asking about the timing of the painting of the stop lines and crosswalks on Mansfield Avenue considering that school will be starting soon.

Director Spencer advised we are advancing towards completion of the project.

Commissioner O’Neill-Vivanco welcomed Commissioner Damiani and Fox.
South Prospect and Maple Street and Cliff Street there are no lines separating the lanes of traffic. While biking cars are not zooming past me but another car will go around, so cars are passing cars and it makes it a really unsafe travel road for bicyclists.

Assistant Director Baldwin stated that we are trying to manage those circumstances – trying to do more than in the past.

Commissioner O’Neill-Vivanco stated we are doing a great job on University Place.
Commissioner Damiani asked about the memos that were written by the interns in the Consent Agenda.

Assistant Director Baldwin stated we are short staffed and we hope to expand the interns throughout the year. They are doing some good work. They had some good experiences with the speed data for the Champlain Parkway.

Commissioner Barr was glad to see the plastic bollards and the shortened crosswalks on Chase Street. He asked if there was something that could be put between some of them as small vehicles can go between the bollards and coming out on Chase Street.

In addition, the trash and recycle containers seem to be being left in the bike lanes after being emptied which makes it difficult for the bikers, as they have to go out in the traffic. Can we please make sure they are put back on the greenbelt?

In addition, the contract flaggers are putting their signs in the bike lanes as well and I know sometimes it cannot be helped but they should try to put in green space.

Commissioner Hogan asked about memos in more context. Oak Street where staff mentioned the regulation adjustment. It would be useful to see on a map – easier to pull up the information.

Assistant Director Baldwin stated we are getting there its management software.

Commissioner Hogan stated there are a number of challenges in our environment and we have received an elevated number of traffic calming.

Thank you for the update on the water/waste water tour.

ITEM 10 – ADJOURNMENT AND NEXT MEETING DATE – SEPTEMBER 21, 2022

Commissioner Barr made a motion for adjournment.

Commissioner Damiani seconded

Unanimous Approval

Meeting adjourned at 8:58 p.m.



City of Burlington
Department of Public Works

Technical Services Engineering Division
645 Pine Street, Suite A
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Memo

Date: September 21st, 2022

To: Public Works Commission

From: Beatriz Altura, Engineering Intern

CC: Phillip Peterson E.I., Public Works Engineer

Subject: South Champlain 30 Minute Parking Reallocation

Staff recommends the DPW Commission edit, see attachment-1:
Thirty Minute Parking

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

- (4) On the east side of South Champlain Street in the first space north of the driveway for 74 Maple Street.

Purpose & Need:

The purpose of this request is to reallocate one 30-minute parking space on the east side of South Champlain Street in front of 202 South Champlain Street to unrestricted public parking. Reallocating the space will provide a parking need for local residents; while maintaining the 30-minute space closer to the intersection with Maple Street will accommodate the customers of local businesses.

Project Checklist:

	N/A	Yes	No	Reference
Aligns with MUTCD standards and/or established City Policy?	X			
Aligns with City plans?	X			
Followed Public Engagement Plan?		X		These Traffic Regulation changes are defined as an INVOLVE project in the Public Engagement Plan (PEP).

Summary and Conclusion:

DPW Staff received a petition from residents of South Champlain Street to allocate more parking on the street for residents. In response, Staff originally proposed reallocating both 30-minute spaces in front of 202 South Champlain Street to unrestricted parking, but after objection from the public and the owner of Handy's Lunch (located on the corner of South Champlain and Maple Street), DPW amended its proposal to reallocate only the northern space and preserve the

southern one as a 30 minute parking space. This solution will allow more access for residents and continued access for customers of local businesses.

The physical design of an urban street like South Champlain Street poses a number of challenges for accommodating a broad range of transportation modes and a diversity of street users. Many of these challenges are a consequence of competing demands and desires within the street and a need to balance the needs of diverse uses. DPW has provided 30-minute spaces, which meet business demands in this area. The reallocation of one of these 30-minute spaces strikes a balance for local residents requesting reasonable access to their homes. Consequently, DPW Staff recommend the Commission approve the reallocation of one of the 30-minute spaces in front of 202 South Champlain Street to unrestricted public parking.

Public Engagement:

In preparation for the 9/21/22 DPW Commission Meeting, Staff distributed flyers to residents and businesses in the vicinity of the South Champlain Street and Maple Street intersection proposing to reallocate both spaces in front of 202 South Champlain Street to unrestricted parking. The owner of Handy's Lunch and several customers responded via email to preserve both parking spaces, see attachment-2. After this exchange, a compromise was reached with Handy's Lunch owners and DPW to preserve the space closer to the Maple Street intersection and reallocate the other to unrestricted parking.

Site Map:



Attachments:

1. Traffic regulation
2. Public input correspondence

CITY OF BURLINGTON

In the Year Two Thousand Twenty-two

A Regulation in Relation to

Rules and Regulations of the Traffic
Commission—

Section 11-1. Thirty-minute parking.

Sponsor(s): Department of Public Works

Action: Approved

Date: 09/21/2022

Attestation of Adoption:

Phillip Peterson, EI

Public Works Engineer, Technical Services

Published: _____

Effective: _____

It is hereby Ordained by the
Public Works Commission of the City of Burlington as follows:

- 1 That Appendix C, Rule and Regulations of the Traffic Commission, Section 11-1, Thirty-
2 minute parking designated, of the Code of Ordinances of the City of Burlington is hereby
3 amended as follows:

4 **Section 11-1 Thirty-minute parking.**

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

- 6 (1)-(3) As written.

- 7 (4) On the east side of South Champlain Street in the ~~two (2) spaces in front of 202 South~~
8 ~~Champlain Street~~ first space north of the driveway for 74 Maple Street.

- 9 (5)-(17) As written.

10

11 ** Material stricken out deleted.

12 *** Material underlined added.

13

14 TD: BCO Appx.C, Section 11-1

15 9/21/22

Attachment 2

Public input correspondence emails

Wednesday, September 13, 2022

Thank you for letting me know.

Fr. Pat Forman

In response to public input, Staff amended their original proposal to remove both 30 minute parking spaces to remove only the space farther north and notified respondents on Monday, September 12, 2022:

Hello,

Thank you for providing your feedback on the proposed parking changes in front of 202 South Champlain Street; your comment has been noted in our records.

In response to you and others' feedback, the city has reached a compromise with the Handy's owner to preserve the parking space closest to the Maple Street intersection as 30 minute parking and reallocate the other space as unrestricted parking. This proposal will be decided on by the Public Works Commission at 645 Pine Street on Wednesday the 21st. The meeting starts at 6:30 pm and includes time for public comment both in person and online.

You are welcome to attend and express your comments and concerns at the commission meeting, as well as calling or emailing us in the meantime.

Best,
Beatriz Altura
Engineering Intern

Wednesday, September 13, 2022

Hi Earl,

We are good on the compromise of these 30-minute spaces. All traffic regulation changes still require formal approval by the Commission, which is why it is on the agenda. I doubt it will even be discussed, as it is on the consent agenda. Happy to chat on the phone should you need to.

Best,

Phillip Peterson E.I.
Public Works Engineer

Wednesday, September 13, 2022

Hi Phil,

How come everyone that has written a letter to city of Burlington is getting notified of the compromise and I haven't? I have not formally entered an agreement because I was waiting to hear back from you.

I assume based on the response from Beatriz that the city agrees to my email from yesterday.

I have had no confirmation or communication from her or you today. So the city agrees to my email?

If so why do we have to have it on the Agenda next week? I thought the agreement was to avoid the hearing.

As always thanks for your help,

Earl

Monday September 12, 2022

Dear Phil,

Thank you for taking time out of your schedule to call me today. Because it was during lunch rush when you called I just want to review the facts of the compromise you proposed with the two parking spots on South Champlain Street next to the diner, and that way I can review and make an informed decision.

This way I heard you correctly and we are on the same page.

1) that the two parking spots would be split up, one unrestricted and the other stays a 30 minute spot.

2) that the parking spaces would be striped, marked on the road and one 30min spots stays untouched and the 30 minute sign would not be changed.

My request is that the 30 minute spot be at the southern end of the two spots closest to my building and the unrestricted be on the Northern half. That way my customers and salesman will still recognize and see the spot and be able to park closer to my business. See attached photo. When you respond please understand it might take a day or two for me to get back to you.

Again thank you for your time and willingness to resolve this issue.

Earl Handy

Monday September 12, 2022

I am a customer to Handys Lunch on the corner of South Champlain St and Maple St. Losing the parking in this area will harm local businesses that have been part of this community for the past 60 years.

Parking is at a minimum in the city. If you start eliminating parking on side roads the city will lose more patrons.

These spots not only effect Handy's but also all the businesses and outreach offices in the area too.

Please try to support the businesses in the great city of Burlington.

Conrad Ritchie

As someone who eats at Handy's whenever I get to Burlington, I hope you will keep the free parking spaces available. If there is a meter, which someone maxes out, I don't know how far I would have to go to park. Thank you

Fr. Pat Forman

Sunday September 11, 2022

Hi there,

Just a note to say thank you for your efforts in the city of Burlington. We ask that you continue to do all you can to save the parking spots in front of Handy's Lunch. This small business relies on the spots and anything we can do to support our local family businesses is so important.

Thanks!

Richard

Friday, September 9, 2022

Please do not remove the 30 minute parking spots on So Champlain St. They've been there as long as I can remember and removing them will negatively impact several local businesses, their customers and ultimately the neighborhood.

Philip Drumheller, Burlington native and local business owner

Dear Public Works,

I am writing to express my concern regarding the removal of two thirty minute parking spaces on South Champlain Street. My grandparents started the business here in 1945, then my father took it over and now my brother, Earl Handy runs it. I am so proud of what he has accomplished over the years. Most importantly, he was able to keep the business operating during the Pandemic and donated food for our first responders. During a shortage of labor, my sisters and I helped him out so that he could continue the family business. Now that he can operate the business to its fullest capacity, the parking spaces are vital to the customers. Let's calculate this, 2 parking spaces for 6 hours of business, 30 minutes each space, equates to 24 customers that he would be losing. From what I understand, a property owner on the street purchased a home that lacks a driveway, therefore is asking for these spaces to be removed. When one purchases a property, they are completely aware of what they are buying, especially if it does not have a driveway/parking. Handy's Lunch is a staple of the Burlington Community, I invite you to breakfast anytime to experience this.

Thank you for reevaluating this decision.

Robbi Handy Holmes

Wednesday, September 7, 2022

To Beatriz,

Thank you for the flyer that I found outside my diner. I appreciate the information and I am completely against this request and that it should not be considered.

For 40 years those parking spots have been a timed and at one time they were a handicapped and 30min combination spots. There is plenty of unrestricted parking on the street between maple and king and adding more would not be business friendly. Parking is limited for the businesses in this area and removing two spots can have long term effects.

Thank you,

Earl Handy

3rd generation owner and operator of Handy's Lunch and property owner since 1945.

Beatriz,

I was told that the two 30min parking spots on South Champlain Street, outside of Handy's Lunch, are at risk of being turned into unrestricted parking. Please leave them as is. I often rely on those spots to make sure I can get into Handy's for lunch. Without those parking spots, I may be forced into grabbing lunch elsewhere. I really don't want to be in that position. I've been a customer of Handy's for years and know that these parking spots allow for faster turnover and getting folks in and out during busier times. I'm also a musician and frequent Advance Music. I use the same parking spots when Advance's parking is full. Please help me and many other loyal customers continue to support Handy's lunch and other nearby businesses.

Best Regards,

Jeff Bryant

I was made aware of some requests for additional residential parking in front of Handy's Luncheonette.

Our trucks deliver there 2-3 times a week and it would cause a serious traffic and safety issue if the commercial loading zone was removed. Also the 30 min parking spots are used by my sales people to pop in and write our orders for Handy's. They are also crucial to Earls business for people stopping to grab take out food.

Earls business has been here much longer than the folks who are looking for more residential parking. I don't think a solve for it is taking spots away from an established business. It would create more problems than it will solve.

Tad Davis

President / Owner

Davis Family Deli Provisions Inc.

Good Day Sir, don't take away two parking spots that takes away business from Handy's Lunch, Earl is a phenomenal person and has an amazing spot on the corner for food, two parking spots of all places in the whole downtown area won't hurt you, take a step back. Making them a restricted spot to park, no one blocks traffic and or causes any issues while parked there. It's common logic, stop trying to power grab everything. Worry about real issues in Burlington, maybe the homelessness and skyrocketed murders and crime rates. Typical democrat city moves trying to regulate every inch of the state. Hope ya have a good one and realize how idiotic this idea is.

Henry Conroy

To whom it may concern,

I am a frequent customer at Handy's Lunch. I am a senior with mobility issues, I find the 30 minute parking spots a safe alternative to random street parking. Please don't discontinue this parking.

Thank You

Hi,

I'm writing regarding the changing of 30 minute parking spots on the corner of Maple St. and So. Champlain St.

PLEASE do not change these signs. The spots throughout the day should be available to the patrons of the businesses along that stretch of Maple St. I understand how hard it can be for residents to find spots but I also feel that losing those spots will only make it harder on the businesses in the area and will eventually force them out and once that happens the buildings will be converted into more apartments and then even more additional parking will be needed. I believe the current situation works well already. The businesses can use the spot during the day and at night the spots are available for residents.

Some of these businesses have been around for a very long time and the effort should be made to help them survive.

Tim Barrett

Good Afternoon,

I received some info that the two parking spaces in front of Handy's Lunch are up for evaluation for residents. I have lived in Vermont since 1994, grew up going to Handy's, and still go there very often. I know it seems like two spaces may be insignificant but they are very important to Earl Handy and his business. He does a lot of take-out and catering so it's important that people can drive up quickly to load/unload.

I use the spaces as much as anyone who goes there and with road closures due to the construction and events that happen throughout the year, I want to make sure Handy's has the most opportunities to get as much business as possible. These parking spaces are part of it.

I hope this helps in making your decision, thank you for all you do for Burlington and our state!

Appreciate it,
Will Conroy
Good afternoon,

As a resident of Burlington and a longtime patron of Handys Lunch, I'd like to express my concern about the elimination of short term parking that is important to the vitality of a multi generational family owned business.

I appreciate your consideration of my input.

Thanks,
Dan

Dear DPW Officials:

I am responding to a notice that DPW recently sent requesting feedback on a proposed reallocation of two 30-minute parking spaces to unrestricted parking. The two spaces are located by the intersection of South Champlain Street and Maple Street in front of Handy's Lunch.

I am asking that the two 30-minute parking spaces remain as they currently are for several reasons I will share.

Handy's Lunch, a legendary fixture of the Burlington community, has been run by the Handy family in the same location since 1945. It direly needs those two 30-minute parking spaces to serve its customers. Taking away these dedicated 30-minute parking spots would be a big hit to Earl and his family. I recognize that an investor who purchases rental housing on the street might want spaces for their tenants or a homeowner who purchased a house that lacks a driveway might want two additional unrestricted parking spots on the street, but reallocating them to an unrestricted status would in be a huge blow to Handy's Lunch. I'll tell you why. Customers are fickle and have choices where they eat. Most want to park as close to the restaurant as possible or they will eat elsewhere – elderly folks might have no other choice.

Handy's is a business that gives back to the community. Not only has Handy's for decades, been a critical hub for the community, but during the worst of the Covid-19 pandemic, Earl and his wife Alexis raised funds to provide 2500 meals to first responders! This is just one of many examples of how they give back.

The street already has seven unrestricted parking spots for residents to use. I hope you will consider the harm it would cause the Handy's if the city effectively took away these 30-minute parking spots from them. It is already so hard to run a business today. Please don't make it any harder for Earl and Alexis. We all want their benevolent traditions to continue!

Adam Holmes



City of Burlington
Department of Public Works

Technical Services Engineering Division
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www.burlingtonvt.gov/DPW

Memo

Date: September 21st, 2022

To: Public Works Commission

From: Beatriz Altura, Engineering Intern

CC: Phillip Peterson E.I., Public Works Engineer

Subject: 412 North Street ADA Space

Staff recommends the DPW Commission add, see attachment-1:
Section 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:

- In the space in front of 412 North Street

Purpose & Need:

The purpose is to provide accessible parking on street as recommended by the Public Rights-of-Way Accessibility Guidelines (PROWAG). The need for accessible parking in this location will be close to several homes which would benefit the disabled community in this area.

Project Checklist:

	N/A	Yes	No	Reference
Aligns with MUTCD standards and/or established City Policy?		X		PROWAG
Aligns with City plans?	X			
Followed Public Engagement Plan?		X		These Traffic Regulation changes are defined as an INVOLVE project in the Public Engagement Plan (PEP).

Summary and Conclusion:

The request was made by a resident at 412 North Street who was having difficulty finding parking spaces close to their home. Reallocating the space in front of 412 North Street would allow the resident reasonable access to their home. Staff recommended the reallocation of an unrestricted space in front of 412 North Street to an ADA space. Staff received a request in July 2022 from a resident at 412 North Street, to install an on-street accessible parking space close to their home.

The resident states the space is necessary to give them reasonable access to their home. Additionally other residents of North Street, may need to utilize the ADA space as well.

Public Engagement:

In preparation for the 9/21/22 DPW Commission Meeting, Staff distributed flyers to residents in the vicinity of the North Street and Dans Court intersection. DPW Staff received no comment.

Site Map:



Attachments:

1. Traffic regulation

CITY OF BURLINGTON

In the Year Two Thousand Twenty-two

A Regulation in Relation to

Rules and Regulations of the Traffic
Commission—

Section 7A. Accessible spaces designated.

Sponsor(s): Department of Public Works

Action: Approved

Date: 09/21/2022

Attestation of Adoption:

Phillip Peterson, EI

Public Works Engineer, Technical Services

Published: _____

Effective: _____

It is hereby Ordained by the

Public Works Commission of the City of Burlington as follows:

- 1 That Appendix C, Rule and Regulations of the Traffic Commission, Section 7A, Accessible
2 spaces designated, of the Code of Ordinances of the City of Burlington is hereby amended as
3 follows:

4 **Section 7A Accessible spaces designated.**

- 5 No person shall park any vehicle at any time in the following locations, except automobiles displaying
6 special handicapped license plates issued pursuant to 18 V.S.A. § 1325, or any amendment or
7 renumbering thereof:

- 8 (1)-(89) As written.

- 9 (90) ~~Reserved.~~ In the space in front of 412 North Street.

- 10 (91)-(173) As written.

11

12 ** Material stricken out deleted.

13 *** Material underlined added.

14

15 TD: BCO Appx.C, Section 7A

16 9/21/22



City of Burlington
Department of Public Works
Division of Parking and Traffic
645 Pine Street, Suite A
Burlington, VT 05402
802.863.9094 P
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802.863.0450 TTY
www.burlingtonvt.gov

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

Jeffrey A. Padgett, MBA
DIVISION DIRECTOR for PARKING & TRAFFIC

Date: September 21, 2022

To: Public Works Commission

From: Jeff Padgett, Division Director
Parking and Traffic

C.C.: Chapin Spencer, DPW Director
Matt Fitzpatrick, Garage Facilities Manager

Subject: Decommission 11 Parking Spaces @ the Downtown Garage
BHS Outdoor Classroom and Roof Garden

Motion:

To decommission 11 parking spaces on the top deck of the Downtown Garage – North, located on the east side of the top deck, between the stair tower and the southern wall; until such time as the spaces are required for parking or the duration of the 2022, 2023 and 2024 school years.

Background:

The Downtown Garage (formerly Lakeview and College Street Garage Complex) remains under-utilized and the top deck is often completely empty. Recognizing this, the Burlington High School approached the Department of Public Work (DPW) to explore opportunities for the school to utilize the space. DPW is very supportive of the proposal and has worked closely with the school to navigate the complex process to allow for this use. In simple terms, DPW needs to lease this space to the school for their use. This memo is the second step in a multistep process that ensures the city asset is protected, while providing the flexibility needed by the school to create a safe space. The following is the general process:

An Equal Opportunity Employer

This material is available in alternative formats for persons with disabilities. To request an accommodation, please call 802.863.9094 (voice) or 802.863.0450 (TTY).

Step 1: Council Action Request (Pending approval on 9/19/22)

- A. Notify City Council of the pending request for decommission of parking spaces and
- B. Request authority to enter into a lease agreement with the Burlington School District

Step 2: Public Works Commission Action Request (**This memo**)

- A. Decommission the parking spaces in the Downtown Garage-North

Step 3: Execute Lease Agreement with the Burlington School District (pending)

Step 4: Burlington School District obtains Zoning Permit for installation (pending, application submitted)

Step 5: Burlington School District installs and operates the Roof Top Garden (pending)

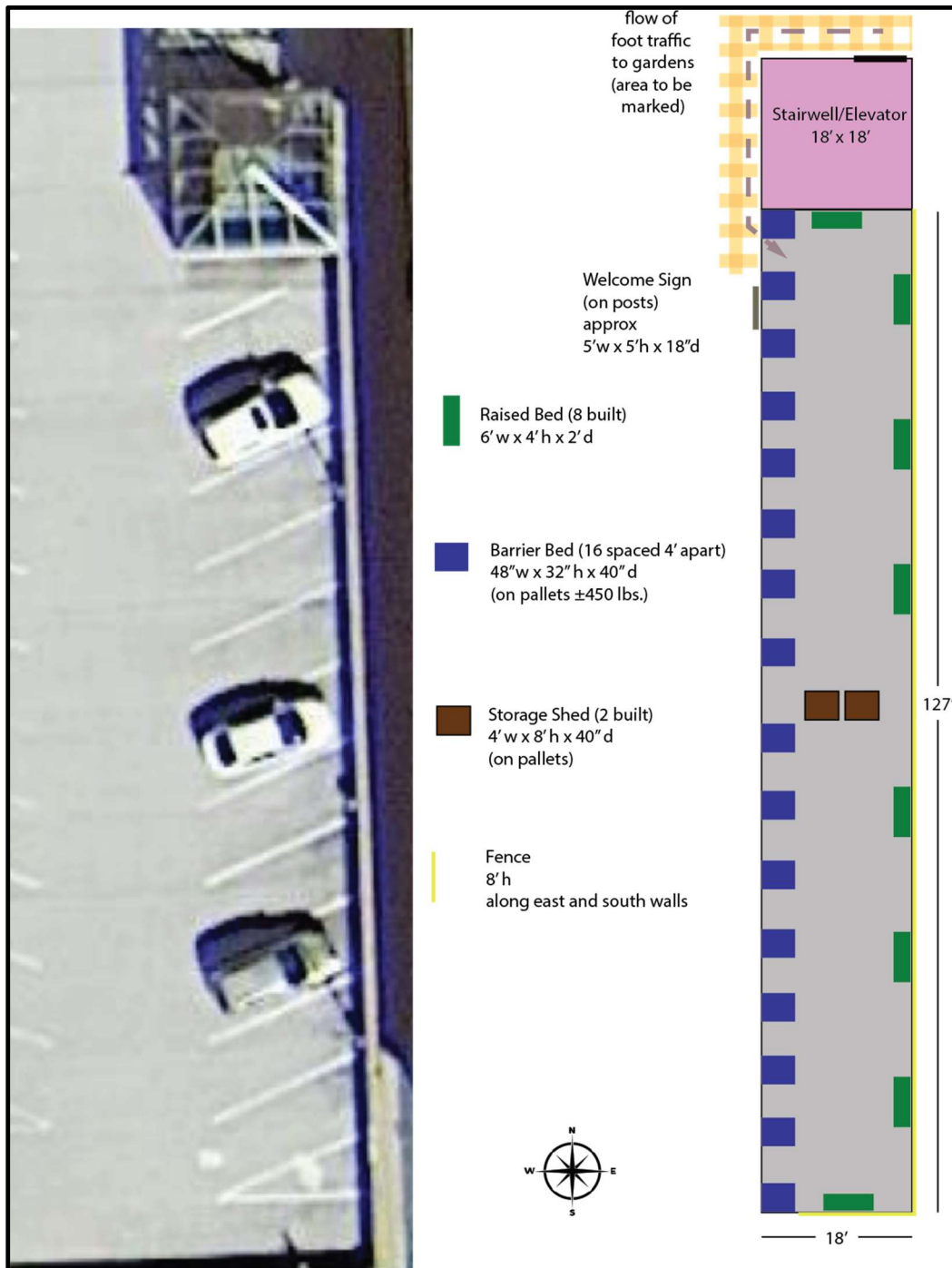
In general, the lease agreement will provide Burlington High School control over the space 24/7/365. This will provide them with use of the space during school breaks, but also require attentive maintenance. The lease agreement will include an Operations Plan detailing expected use and maintenance. It will also include behavioral expectation of the students and the disciplinary process.

Community Impact

DPW Parking Services is committed to working with community partners (Feeding Chittenden, Burlington Schools) and other departments (CEDO) to use the City's parking assets in innovative and creative ways. The use of this space for education is a low impact way to better utilize the roof deck until such time as parking demands increase. DPW has worked closely with the BHS staff on the zoning permit and to develop operational and behavioral expectation for the facility and its use. We believe this collaborative approach will continue during its operation.

Funding:

The construction and operation of the Rooftop Garden is completely funded by the Burlington School District. The lease for the 11 parking spaces to the Burlington School District is proposed to be at no cost. Parking revenue will not be impacted because the garage continues to operate below capacity and is currently not utilizing these spaces. At such time as garage occupancy indicates demand for these spaces, the lease will be terminated in coordination with the Burlington High School.



Prepared by Burlington High School Staff



CITY OF BURLINGTON DEPARTMENT OF PUBLIC WORKS

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To: DPW Commissioners
Fr: Chapin Spencer, Director
Re: **DPW Director's Report**
Date: September 15, 2022

Congratulations to the Commission leadership for FY'23!

- Chair: Brendan Hogan
- Vice-Chair: Peggy O'Neill-Vivanco
- Clerk: Val Ducharme (staff)

Thank you to Commissioners Hogan and Overby who joined me in celebrating staff at DPW's annual staff recognition event!

Railyard Enterprise Project

Thank you for the Commission's agenda item and motion recommending alternative 1B at last month's meeting. We had a good public meeting on the project on September 7. The presentation is on the project website: www.railyardenterprise.com. We will be providing a briefing to the City Council on September 19 and will be seeking their direction on a preferred alternative on October 17. For more info: Corey Mims, cmims@burlingtonvt.gov.

School Crossing Guards and Open Positions

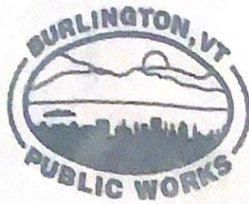
In this tight labor market, we continue to have many open positions including School Crossing Guards, Street Maintenance Workers, Transportation Planners, etc. Please spread the word on these impactful opportunities. Thank you!

[https://www.governmentjobs.com/careers/burlingtonvt?department\[0\]=Public%20Works&sort=PostingDate%7CDescending](https://www.governmentjobs.com/careers/burlingtonvt?department[0]=Public%20Works&sort=PostingDate%7CDescending)

Key Project Updates

Work is completed on the Mansfield Avenue Side Path. The water main renewal work on North Prospect Street and Overlake Park is continuing. Work is also continuing on the University Place reconstruction, the State's Class 1 repaving, Shelburne Street Roundabout, Bright Street Traffic Calming, Champlain Parkway and North Avenue stormwater and paving activities. For more info, contact Rob Goulding, rgoulding@burlingtonvt.gov or click on our Construction Portal: <https://www.burlingtonvt.gov/construction>.

Please don't hesitate to reach out with any questions.



City of Burlington
Department of Public Works

Technical Services Engineering Division
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www.burlingtonvt.gov/DPW

Dear South Champlain Street Residents,

The Department of Public Works (DPW) received a request to allocate more parking on South Champlain Street to accommodate residents of the street. DPW is proposing reallocating two 30 minute parking spaces to unrestricted parking. The spaces are located by the intersection of South Champlain Street and Maple Street.

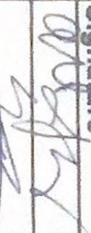
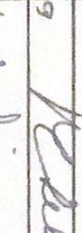
If you have any concerns with this request please respond via email or phone so that your feedback may be considered during our evaluation.

Thank you!

Beatriz Altura
Engineering Intern
Desk: 802-598-8356

Email: bwootenaltura@burlingtonvt.gov

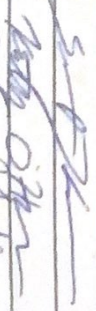
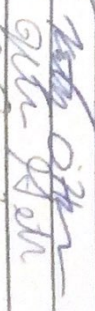
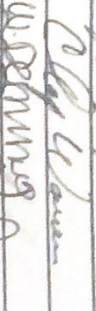
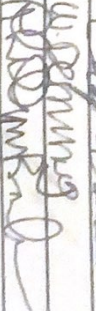
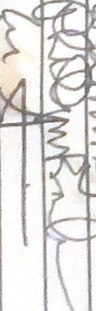
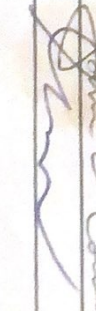
Help Us Save The Two 30 Minute Parking Spots on South Champlain From Being Removed. Thank You for your support.

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Help Us Save The Two 30 Minute Parking Spots on South Champlain From Being Removed. Thank You for your support.

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Help Us Save The Two 30 Minute Parking Spots on South Champlain From Being Removed. Thank You for your support.

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**DEPARTMENT OF PUBLIC WORKS
645 PINE STREET
BURLINGTON, VERMONT 05401
COMMISSION MEETING SEPTEMBER 21, 2022
FINAL MINUTES**

Commissioners Present: Commissioner Barr, Commissioner Damiani, Commissioner Fox, Commissioner Hogan (Chair), Commissioner Damiani, Commissioner Munteanu, Commissioner O'Neill-Vivanco (Vice Chair), Commissioner Overby

ITEM 1 – CALL TO ORDER

Chair Hogan called the meeting to order at 6:42 p.m.

ITEM 2 – AGENDA

Commissioner Barr made a motion to accept the agenda
Commissioner seconded
Commissioner Overby wanted to pull Item 4B- reallocation of 30-Minute parking on South Champlain Street and make it 4.1
Commissioner Barr was fine with the change
Commissioner O'Neill-Vivanco seconded to approve amended agenda
Unanimous approval

ITEM 3 – PUBLIC FORUM (3 minute per person time limit)

No one was present for public forum

ITEM 4 – CONSENT AGENDA

A – Approval of Draft Minutes 8-24-22
C – Accessible Parking at 412 North Street

Commissioner Barr made a motion to accept the amended consent agenda
Commissioner O'Neill-Vivanco seconded to approve amended consent agenda
Unanimous approval

ITEM 4.1 – Reallocation of 30-Minute Parking on South Champlain Street

City Engineer Philip Peterson the purpose of this request is to reallocate one 30-minute parking space on the east side of South Champlain Street in front of 202 to unrestricted public parking. Reallocating the space will provide a parking need for local residents; while maintaining the 30-minutes space closer to the intersection with Maple Street which will accommodate businesses.

Commissioner Overby wanted to acknowledge that the Public Works Commission sets up these for Monday through Friday from 8:00 a.m. to 4:00 p.m. and residents can park there afterward and she would like to know why this one is different.

City Engineer Philip Peterson stated that there are fourteen 30-minutes spots in this block alone and we talked to local businesses and their needs are being met with the spaces and we did a whole lot of analysis and this was a good compromise.

Commissioner Overby had a question about parking here during non-traditional work hours and people leaving their cars there.

Commissioner O'Neill-Vivanco made a motion to accept staff's language to reallocate the 30-minutes parking space.

Commissioner Barr seconded.

Commissioner Overby asked if the spot could be striped and City Engineer Peterson stated he would have to talk to traffic to see if this could be done.

Director Spencer stated the spaces will be designated.

Unanimous approval.

ITEM 5 – BHS Rooftop Garden – Downtown Garage – North (Decommissioning 11 spaces)

Assistant Director Padgett stated we are looking to decommission 11 parking spaces on the top deck of the Downtown Garage – north located on the east side of the top deck between the stair tower and the southern wall; until such time as the spaces are required for parking or the duration of the 2022, 2023 and 2024 school year. This garage remains underutilized and the top deck is often completely empty. Burlington High School approached the Department of Public Works to explore the opportunity for the school to utilize the space. We are supportive of the proposal and we have been working closely with the school to navigate the complex process to allow for this. This is the second step in a multistep process that ensures the city asset is protected while providing flexibility needed by the school to create a safe space.

This operation will be completely funded by the School district.

Commissioner O'Neill-Vivanco asked what will keep the kids safe while using space. Assistant Director Padgett stated we have worked it out and we will act as landlords.

School Official stated the space will be under supervision by adults and there will be cameras up there as well. We will treat this space as we do with the cameras in school.

There were some concerns expressed about safety of the kids.

Commissioner O'Neill-Vivanco made a motion to approve the decommissioning of the 11 parking spaces.

Commissioner Barr seconded

Unanimous approval.

ITEM 6 – DIRECTOR’S REPORT

Director Spencer stated construction season has gone well. There is a section of the relined water main on North Prospect Street that did not hold and we are working with the contractors to get this repaired correctly.

There is additional storm water work being done on North Avenue between Ethan Allen Parkway and Shore Road, adding drainage and we are planning to repave North Avenue. Some of our other paving projects may have to be pushed back until the spring.

Director Spencer stated the Railyard Enterprise Public meeting went well.

We will still have several openings in the department to fill so if you know of anyone wanting to apply they can go online and fill out an application.

ITEM 7 – COMMISSIONER COMMUNICATIONS

Commissioner Fox stated Ordinance 50-1 26 pedestrian control signals. I have been yelled at by drivers for going when signals for pedestrians to walk are going. We need signage for bicyclists for signal to change.

Commissioner Munteanu stated the University Place project is moving right along but there are some big detours if walking across the street. We need better communications with the public on when the detours are happening because one day it takes a couple minutes to get across and then there is a detour where it will take a little longer to get to where you need to e.

Commissioner Overby would like to follow up on the timeline for the water project on North Prospect Street any sense when it will be completed.

Director Spencer stated that there was a Vermont Alert and Front Porch forum that it will take approximately a month to complete.

Commissioner Overby also asked about the new programmable lights on Riverside Avenue.

Commissioner Barr stated kudos to road work being done.

Commissioner O’Neill-Vivanco also had concerns about the bike safety of bicyclists. How do we do a better job educating drivers of the rules of the road? Also stated University Place is good but comparing the communication to rotary – the rotary communication is fantastic as we receive e-mails on what the changes would be. We need more information on the work being which, which is amazing.

Commissioner Hogan stated we are at seven commissioners at the monthly meetings which is great. Youth on board for Commissioners we are prepared to link up with Burlington City & Lake Semester and coordinate the opportunity to meet students.

Director Spencer stated that with a sort agenda they wanted to do a wastewater tour for next month but was unable to coordinate so asked if next month they wanted to meet at the wastewater plant for the meeting and then do a tour.

Commissioner Hogan stated that there is a public tour tomorrow.

ITEM 8 – ADJOURNMENT & NEXT MEETING DATE – OCTOBER 19, 2022

Commissioner Barr made a motion to adjourn

Commissioner Munteanu seconded

Unanimous approval