



SUMMARY OF RECOMMENDED CHANGES TO THE MEMBER'S HANDBOOK & BY-LAWS

What Are the NPAs?

- Remove reference to only “seven” wards

What Do the NPAs Do?

- Update to more accurately reflect current roles of NPA

Former Preamble, Article I, and Article II

- Remove repetitive and unnecessary language

Article I: Membership

- Change terminology regarding meeting accessibility
- Require that the NPA work to accommodate member needs, rather than only at a member’s request
- Incorporate the process of using a sign-in sheet
- Require that whenever practicable, a period of time will be provided at the beginning of each meeting for attendees to introduce themselves
- Confirm that when it comes to meeting participation, preference may be provided to Ward 5 members

Article II: Steering Committee Officers

- Confirm there will be up to seven steering committee members
- Clarify that elections may be held in March or April
- Add language that a term-limited steering committee member may fill a vacancy
- Update steering committee roles
 - Add the role of “Engagement Coordinator”
 - More than one person may hold each role
 - The roles may change between each meeting

- o Clarify the preference that a Moderator have formal training or relevant past experience in
- o Change references to “Neighborhood Coordinating Council” to “All Wards”

Article III: Recall of Officers & Filling Vacancies

- Amend timing of when a recall petition can be submitted, to align with when a petition for any other agenda item can be submitted
- Clarify language on filling vacancies

Article IV: Meetings

- Remove reference to “Annual Meeting” and “Annual Report,” as we only hold “Regular Meetings.”
- Remove reference to “Combined Steering Committee Meetings,” as this is now addressed by “All Wards.”
- Amend number of members necessary to place an agenda item by petition, from 15 to 10, to align with number of members necessary to recall a steering committee officer.
- Clarify how an agenda item may also be added by majority vote of members
- Remove unnecessary language on “Order of Business”
- Confirm that ballot votes will be “secret” ballot votes.

Article VIII: Miscellaneous Provisions

- Add legally protected classes of gender identity and veteran status to non-discrimination article.
- Update gender pronouns throughout the document



NEIGHBORHOOD PLANNING ASSEMBLY MEMBER'S HANDBOOK & BY-LAWS

Revised: 8/1997, 1/17/2002, [4/18/2019](#)

“The Neighborhood Planning Assemblies shall... help provide citizens with information concerning City programs and activities; help obtain citizen views of City needs, and help provide citizens with an opportunity to participate in making recommendations with respect to governmental decisions, including the allocation of revenues.”

Burlington City Council Resolution September 1982

WHAT ARE THE NPAs?

Neighborhood Planning Assemblies (NPAs) are grassroots, neighborhood organizations that were established in each of Burlington's ~~seven~~ Wards to encourage resident participation in City government. Working as neighborhood advocacy groups, NPAs ~~have helped~~ improve communication between the residents of Burlington and City government through regular meetings scheduled in each Ward. NPAs serve as organized, democratic forums where neighbors can learn about public issues that affect them, and advise the City of their concerns and needs. From stop signs to major development projects, the NPAs offer you an innovative way to get involved in neighborhood and City issues and make your opinions heard.

This handbook, intended for NPA members, or anyone interested in learning more about the NPAs, contains a short description of what the NPAs do and how they function. At the back is a copy of the By-Laws for your Ward.

WHAT DO THE NPAS DO?

~~NPA members concerned about safety in their neighborhoods have successfully lobbied for increased police protection and worked with block leaders and the Police department to organize effective neighborhood watch systems. They have been influential in obtaining improved access to City parks and their ideas have been incorporated when master plans for these parks have been developed. NPAs have~~

~~also been responsible for neighborhood beautification with tree and flower planting projects and have contributed to programs for the City's youth.~~

Resolutions

NPAs are able to influence public policy in several ways. One of the most effective ways they can express their sentiments and concerns is in the form of a resolution. These resolutions are distributed to the Mayor, City Councilors, and appropriate City Departments, ensuring that elected officials and Department Heads know how their constituents feel about issues ~~before~~ while projects are formulated and final decisions are made. It is customary for NPAs to share their resolutions with one another so that everyone is kept informed about prevalent opinions on issues or projects of public concern.

Community Development Block Grants

In addition to their advisory role, NPAs are also involved in decisions regarding community development and participate directly in the allocation of Federal Community Development Block Grant (CDBG) funds by electing representatives to sit on the CDBG advisory board.

CDBG funds are used to support many critical human service, housing, neighborhood, and community development needs in Burlington. ~~Likewise, in the past several years, most NPAs have been allocated CDBG funds to sponsor neighborhood improvement projects. Project ideas come from neighborhood people, like you, who see a need for something in their neighborhood and then work to make it happen.~~

NPAs are also called upon to elect representatives to serve on various ~~committees~~, advisory groups, and task forces in the City, particularly those related to future infrastructure projects, ~~such as the Main Street Task Force, the Riverside Avenue Revitalization Committee, and the Bike Council. In addition, they elect representatives to serve on the City's Conservation Board, which assesses the environmental impact of development proposals, and helps map out development policies.~~ Such involvement is important because it assures that residents, representing the opinions of their Ward, are participating in public policy decisions.

Community Engagement

Many NPAs serve an educational function as well by sponsoring candidate debates or presentations on current issues and, at certain times, may meet together to address issues that affect larger areas of the City. ~~Newsletters~~ Online postings, video streaming of meetings, and block parties have been additional ways some NPAs have helped foster involvement and a feeling of community in their neighborhood.

Each of Burlington's neighborhoods has its own unique history, resources, and problems to be solved, and the Neighborhood Planning Assemblies reflect this diversity.

Because many of the NPAs grew out of already existing neighborhood groups, each has a different character and a different approach to resolving issues. What the NPAs share, however, is the power and resources of their members and the ability to involve people in the process of City government.

~~In Ward 5, the NPA has been actively involved in the planning and redesigning of the Southern Connector, traffic calming, the construction of bus shelters, and assisting the Champlain School PTO in its efforts to upgrade the school's playground. Your NPA offers you an opportunity to get involved in a~~

~~meaningful way in the issues facing your community.~~ The more active and committed the members are, the more powerful your NPA will become.

Ward 5 Neighborhood Planning Assembly By-Laws

PREAMBLE:

~~New England has been called the cradle of American democracy because it is the home of town meeting government. These community gatherings reflect a unique heritage of spontaneous decision-making, volunteer activism, and grass roots constituency vital to the character of the State of Vermont. The Neighborhood Planning Assemblies make it possible for the residents of Burlington to participate in this tradition in a municipal setting, where citywide meetings are not practical.~~

~~The Neighborhood Planning Assemblies are government on the ground level. They exercise checks and controls on City government, establish mutual communication, and prevent excessive concentration of power in the Mayor or the City Council.??~~ The intention is not to replace civic government, but to empower the people to influence existing government in a cooperative and advisory capacity, and to provide a consistent yet flexible structure for enabling them to do so. This ensures that civic government responsively and responsibly exercises the authority it has been given by the people. [AWB—we ought to define what civic government means in this context if we're going to use it twice]

GUIDING PRINCIPLES:

The Guiding Principles of the Ward 5 NPA are that:

The NPA will provide a safe and welcoming forum where **all** residents can actively share their voice about issues that matter to them, and where they can learn from the voices of others.

The NPA will cultivate involvement by a diverse spectrum of community members through active outreach and through eliminating barriers to participation.

The NPA will operate in a manner that models respectful, inclusive, and culturally and economically aware practices.

The NPA will be a fun, creative, and vital organization that values & benefits through the multitude of perspectives shared by those who participate.

The NPA will be non-partisan and will make no endorsement of political candidates.

With these goals and principles in mind, and in accordance with the City Council resolution establishing the Neighborhood Planning Assemblies, we, the residents of Ward 5, hereby adopt the following structure and By-laws.

ARTICLE I: NAME

~~This Neighborhood Planning Assembly will be known as the~~

~~Ward 5 Neighborhood Planning Assembly~~

ARTICLE II: STATEMENT OF PURPOSE

~~The purpose of the Ward 5 Neighborhood Planning Assembly will be to provide a forum for the exchange of information between the residents of the Ward and the Burlington City Government. The NPA will obtain information from the appropriate commission, department, or elected official with respect to City policies, activities, and other issues of concern to the members of the Assembly.~~

~~The NPA will provide a voice for the residents of the Ward to express their opinions to the appropriate parties in City government.~~

~~The NPA will be non-partisan and will make no endorsement of political candidates.~~

ARTICLE III: MEMBERSHIP

All Ward 5 residents who are 14 years or older have a voting membership in our Neighborhood Planning Assembly (NPA). To facilitate attendance at NPA meetings, meeting places ~~must be~~ are ~~handicapped~~ accessible to all.

~~The NPA~~ Upon request, steering committee members will ~~seek work~~ to accommodate ~~special member~~ needs, such (e.g., child care, transportation) that ~~will allow a all~~ Ward 5 residents are able to attend NPA meetings.

PARTICIPATION.

At every meeting, the Steering Committee shall provide a sign-in sheet on which all attendees will be asked to provide their name and address. Whenever practicable, every meeting agenda shall also include time for attendees to introduce themselves to the NPA.

Every eligible member may:

- a. Participate in meetings of the Ward 5 NPA;
- b. Cast one vote on all matters properly put before the membership for consideration;
- c. Nominate and participate in the election of the Steering Committee; and
- d. Serve on the Steering Committee if chosen; ~~and~~
- e. ~~Receive notices and minutes of all meetings of the Ward 5 NPA.~~

PARTICIPATION BY NON-MEMBERS.

Non-members may attend and participate in NPA meetings, but may not vote. If both members and non-members are seeking to participate in a meeting, preference may be provided to members at the Moderator's discretion.

ARTICLE IV: STEERING COMMITTEE OFFICERS

The Assembly will elect no less than three (3) and no more than seven (57) Steering Committee members to serve at any one time. They will be elected at ~~the first~~ a regularly scheduled meeting ~~following between~~ March 1st and April 30th of each calendar year.

TERMS. Terms will begin May 1st of that year and end April 30th of the next year. Steering Committee members will serve for one-year terms. After a Steering Committee member serves for five consecutive one-year terms, ~~she or he~~ they must step down from the Steering Committee for at least one full year before becoming eligible to serve on the Steering Committee again, except as set forth in Article III with respect to filling vacancies.

QUORUM. A majority of the members of the NPA Steering Committee shall constitute a quorum for any meeting of the Steering Committee, provided that all members of the NPA Steering Committee have been notified at least 48 hours in advance of any scheduled meeting. Absent such prior notification, a quorum shall not be possible unless all Steering Committee members attend.

VOTING. All decisions of the Steering Committee shall be decided by a simple majority of members present at a meeting of the Steering Committee, a quorum having been established.

DUTIES OF THE STEERING COMMITTEE. The Steering Committee shall be responsible for the general management of the affairs of the NPA in accordance with these By-laws, including carrying out the following duties:

- a. Meeting Management: arranging, advertising, convening, coordinating, and facilitating regular and special meetings of the NPA, including the setting of the meeting agendas, the booking of meeting space, and the scheduling of meeting guests and speakers.
- b. Neighborhood Outreach: sharing of information, meeting schedules and NPA activities with NPA members, Ward residents, and the general public.
- c. Municipal Monitoring and Oversight: paying regular attention to actions and plans of City Departments, Commissions, the City Council, and the Department of Planning and Zoning, for the purpose of keeping Ward 5 informed of events, investments, and proposed projects that might affect the lives of people living there.
- d. Proper Recording: taking of meeting minutes, recording of all Votes and Resolutions, proper distribution of all Resolutions, and coordination with the Community and Economic Development Office on recording of meeting minutes.

KEY POSITIONS WITHIN THE STEERING COMMITTEE

Members of the Steering Committee shall appoint from among themselves at least one person to each of the following positions: Moderator, Neighborhood Liaison, Engagement Coordinator, and Representative to ~~the Neighborhood Coordinating Council~~ All Wards. ~~No person may be appointed to more than one of these positions at the same time.~~ Any member of the Steering Committee may be appointed to any one of these three positions, except that a current member of the Burlington City Council may not be appointed as Moderator. These appointments can rotate between meetings.

~~TERM. These persons shall serve for one-year terms.~~

DUTIES.

a. Moderator. Facilitate most regular and special meetings of the NPA. To serve as a Moderator, the Steering Committee member should have some formal training or other relevant experience in being a moderator. ~~Attend at least one training a year and meet with the Moderators from the other NPAs two other times a year to improve skills and share experiences.~~

b. Neighborhood Liaison. Receive and review agendas of the City Council, Commissions, and Boards. Attend meetings of these municipal bodies, as necessary. Keep NPA members and Steering Committee members informed on municipal issues and actions affecting the Ward. Keep the Community and Economic Development Office and other City departments informed about projects, decisions, and concerns of the NPA.

c. Representative to ~~the Neighborhood Coordinating Council~~ All Wards. Regularly attend ~~Council Meetings~~ meetings with the steering committee members from all other wards ("All Wards"); stay informed of all issues taken up by ~~the Council~~ All Wards. Keep NPA members and Steering Committee members informed of actions and decisions of ~~the Council~~ All Wards. Vote on behalf of the NPA, representing the NPA's interests and the Ward's interests before ~~the Council~~ All Wards.

d. Engagement Coordinator. Advertise regular meetings to the community. Ensure technology is available to stream regular meetings, and monitor any video stream for questions from the public. Take minutes of regular meetings and meetings of the Steering Committee.

ARTICLE ~~III~~IV: RECALL OF OFFICERS & FILLING VACANCIES

Any elected officer will be subject to recall proceedings on the written petition of ten (10) members of the Assembly, explicitly stating the nature of the complaints. This petition will be presented to the Steering Committee for consideration of the membership at least ~~three~~ ten (10) days in advance of a weeks prior to a warned regular meeting. The Steering Committee shall place the recall question on the next regular meeting agenda, and the question ~~it~~ will require a majority vote to effect a recall. Should an officer be recalled, and the recall results in there being no Steering Committee members, a replacement can be elected at the same Assembly meeting.

Except as set forth above, ~~Positions vacated by death, resignation or other reasons, not by the process of recall,~~ any vacancy will be filled by election no sooner than the next regular meeting ~~30 days and no later than 60 days from official notification to the Assembly of said vacancy.~~ Members will be notified of the vacancy in accordance with the warning provisions of Article IV. A vacancy may be filled by a member who is term-limited pursuant to Article II.

ARTICLE ~~IV~~V: MEETINGS

Regular Meetings will be held no less than four times a year for the purpose of discussing and acting on the Agenda, making decisions, hearing assigned reports, discussing new business, and conducting the general business of the Ward 5 Neighborhood Planning Assembly according to its By-Laws.

~~Annual Meetings will be held in March for the purpose of: accepting the Annual Report of the Ward 5 NPA, electing a new steering committee, and conducting regular NPA business.~~ Steering Committee Meetings will be held ~~monthly~~ between each regular meeting, or as needed, for the purpose of setting the next ~~meeting~~ month's agenda, planning future NPA meetings or activities, and carrying out other duties of the steering committee.

~~Combined Steering Committee Meetings are composed of Steering Committee members from Ward 5 and any or all other wards. They may be called by a majority vote of the Steering Committee when cooperative efforts between or among wards are needed.~~

All Meetings will be open to the public and minutes will be recorded and made available at the ~~monthly~~ meeting immediately following. City officials, department heads, commissioners, and other resource people may be called as required to aid NPA deliberations at any meeting.

Warnings will be given at least ten (10) days in advance of any meeting and the warning will be widely advertised.

A Quorum of voting members must be present at ~~annual or~~ regular meetings for decisions on Ward 5 business to be made. A quorum is achieved when voting members who are not on the steering committee outnumber Steering committee members present. For example, if two steering committee members are present, there must be at least three voting members present who are not on the Steering Committee.

If the Moderator finds that a quorum is not present, ~~he or she~~ they may take measures to obtain a quorum. A motion to contact absent members ~~to~~ ask them to attend would represent such a measure.

Agenda. The agenda for a NPA meeting is created by the Steering Committee prior to the NPA meeting. The agenda is published as part of a meeting's warning. The agenda for a meeting is made up of items proposed by:

The Steering Committee, based upon input from NPA members and the community;

Items requested by the Mayor, City Officials, department heads, commissioners, and/or resource people;

A majority vote of the City Council; ~~or and~~

Petition of at least ~~fifteen-ten (1510)~~ Ward 5 NPA members, provided the petition is delivered to the Steering Committee at least ten (10) days in advance of any meeting.

~~;~~ ~~A majority vote of the City Council; and~~ At any regular meeting, Any member of the Ward 5 NPA community may add an item to that meeting's agenda, provided such a proposal receives a majority vote ~~at an NPA meeting that has a quorum.~~

A reasonable period of time will be provided on the agenda as an open forum to encourage members to frankly express their views and concerns on the management of the Assembly and on topics of public interest and need.

~~The agenda is published as part of a meeting's warning. It must be given at least ten (10) ~~five (5)~~ days before the meeting. The Order of Business for meetings will be:~~

~~–Overview of the Agenda~~

~~–Implementing the Agenda [including Open Forum]~~

Voting on all financial matters will require a two-thirds (2/3) majority vote. All other votes, except by-laws' changes, will require a simple majority. Voting will be done by a show of hands. However, voting can be by [secret](#) ballot if requested and approved by a majority hand vote. Proxy Voting will not be permitted.

ARTICLE VII: AMENDMENT

These By-Laws may be amended at ~~an annual or a~~ regular meeting. Written notice setting forth the proposed changes must be warned at least 20 days before the meeting.

A vote of two-thirds of the members of the Ward 5 Neighborhood Planning Assembly present and voting will be necessary for amendment to these By-Laws.

ARTICLE VIII: MISCELLANEOUS PROVISIONS

NON-DISCRIMINATION. In accordance with the guiding principles of these NPA By-laws, the Ward 5 NPA will promote and work to sustain an inclusive participatory environment that does not discriminate on the basis of race, color, national origin, sex, [gender identity](#), sexual orientation, religion, age, [veteran status](#), or disability.

COMPLIANCE WITH PUBLIC MEETING REQUIREMENTS. The Ward 5 NPA must act in compliance with all public meeting requirements. See the City Attorney's Office for a listing of these requirements.

CONFLICT OF INTEREST. Members of the Ward 5 NPA have a responsibility to their NPA to fairly review and vote on matters directly affecting their Ward without prejudice or bias. If a NPA member believes that a conflict of interest could exist with any agenda or voting item, that member should take the responsibility to disclose this conflict, and address the issue with the NPA. If upon disclosure, the quorum wants to include this member in the discussion and/or voting process, the NPA [must have](#) concluded that no conflict of interest exists. Failure of a member to disclose a potential conflict of interest could result in a null/void vote or cause the need for further discussion or re-vote on a particular issue affected.

WARD 5 STEERING COMMITTEE MEMBERS

1. Name, Address, Phone, Email
2. Name, Address, Phone, Email
3. Name, Address, Phone, Email
4. Name, Address, Phone, Email
5. Name, Address, Phone, Email
6. Name, Address, Phone, Email
7. Name, Address, Phone, Email

Draft Agenda Ward 5 NPA

April 18, 2019

City Market Community Room 207 Flynn Ave 6:30pm-8:30pm

Agenda:

6:30-6:45 – Open Forum

6:45-7:10 – BTV Climate Action Plan – Jennifer Green, BED

7:10-7:40 – Financing Resolution, Bylaws, Steering Committee Elections

7:40-8:40 – Climate Change Panel – Engaging in VT (moderated by Joanna Grossman)

- Sen. Chris Pearson
- Rep. Mary Sullivan
- Sandra O'Flaherty, Citizens' Climate Lobby
- Julie Macuga, 350Vermont

Ward 5 Steering Committee Members

Bill Keogh, bkeoghsr@yahoo.com

Alec Bauer, awbauer@gmail.com

Ben Traverse, bentraverse@gmail.com

Joanna Grossman, joeyinvermont@gmail.com

Joe Dery, joedery@gmail.com

Andy Simon, earthadventure@gmail.com

Mohamed Jafar, mo.jafarmohamed@gmail.com

For more information about Wards 5 NPA visit their CEDO webpage

<https://www.burlingtonvt.gov/CEDO/Neighborhood-Services/NPAs/Ward-5-NPA>

Keep Current on their Facebook page <https://www.facebook.com/Ward5NPA>

In collaboration with Channel 17 cctv.org, we will also now be live streaming our meetings on YouTube, which will permit the submission of online comments during Q&A portions of the meeting:

<https://www.youtube.com/channel17townmeetingtv>



Washburn Wildlife Sanctuary Washburn, Woodstock, VT

Guided tour of the Marsh-Billings-Rockefeller Mansion, an 1805 architectural gem, filled with American Landscape Paintings by Cole, Bierstadt, Durand and others.

Stroll through flower gardens, rock gardens, a cutting garden and a belvedere with a pool.

Visit Billings Farm, a fully operational dairy farm, as well as a museum of the history of dairy farming, in Vermont, an 1890 farm house, a self-guided tour of the farm with sheep, chickens, draft horses and oxen. Stop by the Dairy Bar for fresh ice cream.



Gardens (NPS Photo Credit: L. Smith)

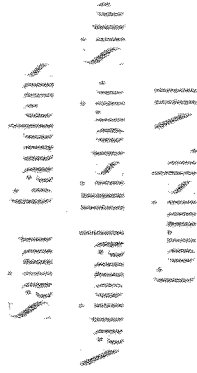
Please join us

Sign up before May 15, cost \$15

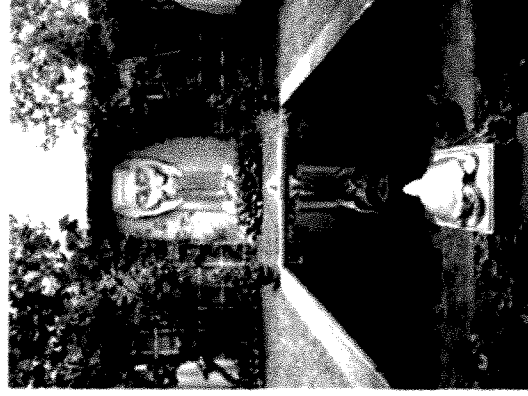
Call or email for details on

this beautiful summer tour

802 922 8251



Saint-Gaudens National Historical Park in Cornish, New Hampshire, preserves the home, gardens, and studios of Augustus Saint-Gaudens, one of America's foremost sculptors. This was his summer residence from 1885 to 1897, his permanent home from 1900 until his death in 1907, and the center of the Cornish Art Colony. Original sculptures are on exhibit, along with reproductions of his greatest masterpieces including The Standing Lincoln sculpture, his most famous.



a place of magic

and

WOODSTOCK & SAINT-GAUDENS

TOUR
THURSDAY
JUNE 13, 2019



Sponsored by
The Burlington Garden Club
802 922 8251
darrilyn@comcast.net

Neighborhood Planning Assembly Attendees

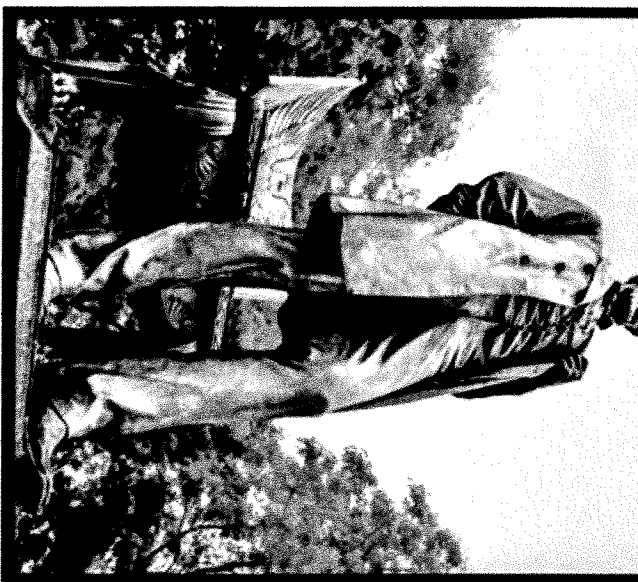


NPA (choose one)	Wards 1 & 8	Wards 2 & 3	Wards 4 & 7	Ward 5	V
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Date of Assembly : 4-18-19 Location: City Market Fl

Please return to your convener, _____,
or email to nmiller@burlingtonvt.gov

- | | |
|----------------------------|---------------------------|
| 1 Ashley Dembanski | 20 michelle Anderson |
| 2 Gordon Drazoom | 21 Dylan Jacobs |
| 3 Bryan Davis / CERPC | 22 Joyce Hendley |
| 4 Kirstin Boehm | 23 <i>Nancy Gustafson</i> |
| 5 Eric Boehm | 24 |
| 6 ANDY SIMON | 25 |
| 7 LUCIA CAMPRIELLO | 26 |
| 8 JOE GIALLANEUA | 27 |
| 9 Emily Peden | 28 |
| 10 Ben Traverse | 29 |
| 11 <i>Carolyn Fyles</i> | 30 |
| 12 <i>Tom Roland</i> | 31 |
| 13 Molly Roland | 32 |
| 14 JULIE MACUGA | 33 |
| 15 Betsey Hands | 34 |
| 16 Paul Hubbard | 35 |
| 17 <i>Mareja Gustafson</i> | 36 |
| 18 Elizabeth Binder | 37 |
| 19 Jim Rudolph | 38 |
| 20 Beal St. George | 40 |



Standing Lincoln, St. Gaudens studio and house.
Marsh-Billings-Rockefeller house and Belvedere.

Photos from their websites. Design ©BGC



ITINERARY

8:00 am Depart Burlington-Doubletree Inn parking lot. DVD shown en route

9:30 am Arrive Visitor Center at Billings Farm & Museum. Guided Tour of mansion & stroll through the gardens. Self-guided tour farm & museum

12:00 Noon Depart for Cornish, NH

12:30 pm Arrive Saint-Gaudens National Historic Site. Enjoy the lunch you brought

1:00 pm Guided tour of grounds and sculptures, theme - "Women of Saint-Gaudens"

1:45 pm Self-guided tour - 1st floor of the historic home. 18 minute film at the Visitor Center

2:15 pm Depart for Burlington

4:30 pm Arrive Burlington

RESERVATIONS: Darilyn Peters

802-922-8231

darilyp@comcast.net

Ward 5 NPA
April 18, 2019
City Market Community Room 207 Flynn Ave 6:30pm-8:30pm
Draft Minutes

Called to order 6:37 pm

Meeting video (livestream): not streamed due to equipment problem

Meeting video (CCTV-produced/archive): <https://www.cctv.org/watch-tv/programs/burlington-ward-5-npa-meeting-43>

Intros, Announcements -

Moderator: Ben Traverse

About 25 neighbors introduced themselves

Distributed copies of proposed financing resolution, NPA candidate info, bylaw updates

Open forum -

Caroline Bates for Burlington Garden Club. <https://bgcvt.org> fundraising Tour in Woodstock, Rockefeller mansion, including greenhouse/pool; Cornish NH Standing Lincoln. 13 June, \$95 inclusive except lunch

Brian Davis, Chittenden County Regional Planning Commission <https://www.ccrpcvt.org/> Winooski Ave Corridor Project. Riverside Health to Howard/St Paul. Distributed materials with concepts. 8 May public meeting.

1 year anniversary of GreenRide Bike Share. <http://greenridebikeshare.com/> Evaluating results/locations from the first year. Proposal to switch to electric bikes, maybe public scooters.

6:50pm

Climate Action Planning in BTV

Jennifer Green, Sustainability Officer, Burlington Electric Dept jgreen@burlingtonelectric.com

History of climate planning

Quantify existing emissions 2007-2013, 2016

51% of emissions from transportation

Community Member - Wood not included in GHG emissions chart; McNeil burning truckloads per day.

Electric grid is now cleaner; encouraging shift to electrification, personal autos and bus fleet. Transition away from fossil fuels in transportation and heating sectors.

60% rental properties; 1.7% vacancy discourages landlords to upgrade; 30% turnover rate.

Challenges-

CM - how to go forward with measures equitably

JG - cannot leave people behind as cities move forward, will not work if only the rich can afford it.

CM - is grid capacity sufficient to electrify all transportation

JG - constant balancing act by planners. BED introduced off-peak rates for charging electric vehicles.

CM - to get people out of their cars, one aspect is a more efficient public transportation system.

GMT not expecting increase in funding

95% of residential buildings are on natural gas

Opportunities-

Many new buildings using heat pumps, not gas

BED owned by city, much easier to get usage data

Update Time Of Sale Energy Efficiency Ordinance

<https://www.burlingtonelectric.com/index.php/time-sale-energy-efficiency-ordinance>

EnergyChamp challenge BED and VT Gas. hope to also qualify projects below 25kbtu

Improve renewable energy standards.

BED has money to invest in Net Zero initiatives - Heat pump, electric bus/bike rebates.

1 May event at Main St Landing to encourage membership in '2030 District' to reduce emissions

NPA Business -

Moderator: Alec Bauer

Thanks to outgoing members

Statements by candidates

Election by secret ballot

Discussion of funding resolution

Joan Shannon: suggest an itemized plan for spending to make acceptance by council more likely

Vote called, Resolution passed

Bylaw Amendments

JS - commented on language touting value of resolutions, thought broader set of discussions are more important

Elisa Nelson announced election results; Andy, Ashley, Ben, Kirstin, Lucia, Mohamed, Scott

Climate Change Panel - Sen. Chris Pearson, Rep. Mary Sullivan, Sandra O'Flaherty (Citizens' Climate Lobby), Julie Macuga (350Vermont)

Moderator: Joanna Grossman

Mary Sullivan - Natural Resources committee, climate caucus

Julie Macuga - resistance to fossil fuels, bill proposed to prevent buildout of fossil fuel infrastructure

Sandra - focus on putting price on carbon at the source, rebate back to households to help with transition. First bipartisan 'Energy Innovation and Climate Dividend Act' climate change bill recently introduced in US Congress this session.

Mod - could you tell us what we can do for State/local, then National

MS - VT signed on to Paris agreement, but governor's budget did not have enough funding to make progress.

CP - climate crisis motivated engagement with Bernie Sanders and then State Leg. Bill to ban HFCs. Banned by Obama admin, challenged in court, industry moving back. Ag committee and Natural Resources at odds, especially around water quality. Burlington schools way out in front on local food 20 years ago, now pervasive around state. Water quality funding - have been spending but no dedicated source. Ag plays role in water quality and also carbon sinks. Build soil to handle rain events, sink carbon. Look for a way to compensate farms for soil improvements. 75% open land controlled by dairy farmers. Program to conserve forest land.

JM - prevent use of eminent domain. Technically not used for VT gas but threat of use and legal fees was enough motivation. Roughly $\frac{1}{5}$ of VT towns have called for stopping infrastructure buildout. Nothing less than stopping use of fossil fuels.

Sandra - very focused on pricing carbon. Politicians are responding to political will, public needs to reach out. Grand Isle Climate Action team, write to Mitzi Johnson and others. Make climate change part of everyday conversation, and talk about solutions.

JG - could you comment on push at national level

Sandra - bill originally introduced in November, re-introduced House in February. Price on carbon at well/mine/port-of-entry. Price per ton applied, money that is collected is rebated to households. Border adjustment, export tariff for countries that do not have a similar program. $\frac{2}{3}$ of households will benefit from the program. Reduce emissions by $\frac{1}{2}$ in 20 years. Pause on EPA ability to regulate greenhouse gases. Carbon pricing and Green New Deal would be a great combination.

JM - 350vt Vermont centered, concerns nationally include Keystone XL. Farmers and ski resorts clearly impacted by climate change. Fracking gas coming from areas in Canada, these suffer health problems. Folks contributing the least to change are suffering the most. Power is coming from Hydro Quebec, large dams have environmental impacts. Greenwashing scheme with VT gas, not going to get to 100% renewable natural gas.

CP - Efficiency Vermont now exporting knowledge to other areas putting together the same.

Close to a lot of borders in VT, hard to limit emissions with cheap gas and porous borders.

MS - Misinformation campaign for Carbon taxing. Nexus - when you pollute with carbon, put money in a pot to reduce carbon. Important to take action at federal level, given our small size. But VT can lead on this, including Global Warming Solutions Act.

CM - rarely hear about our actions to deal with inevitable climate changes

CP - Climate Caucus an attempt to bring together Ag, tax, etc. Government Operations asked for plan for large natural disaster. Culverts were improved to adapt to larger rain events.

CM - state policy makers struggling to integrate projects to use the federal funding for culvert and other projects

CP - balancing act around Lake Champlain, but solutions were dependent on local partners.

Last several years trying to push Federal/State money out, found group writing hundreds of grants to get funding for projects - try to reduce this to a single grant. Strong understanding that

local partners are essential, trying to make process easier and more predictable. Improve coordination of work efforts, eg roadsides.

MS - many projects being proposed, ready to go. Hoping for good source of funding for water to move these forward. Intense storms related to climate change take a lot of soil with them.

Mod - City of SB working on this, hoping this will be taken statewide

Andy Simon - easy to get overwhelmed on climate issues. Bottom line is that the way we will survive is by building community.

Caroline Bates - looking for individual things we can do at home. Reduce grass, features/plants to absorb rainwater. Reduce hard surfaces, sidewalk

CM - difficult to get off of fossil fuels, immediately turned around when gas prices dropped. How do you know this will work?

MS - people are more likely to respond to a permanent price increase from taxes than market fluctuations

SO - people will respond to price signals. Obama Clean Power Plan only affecting electric sector, but bill currently proposed (HR 763) will affect all sectors. Need a predictable policy to get results.

Meeting ended 8:45 pm

Notes by Joe Dery

ZA-19-07: Commercial Uses in ELM

**Why are we considering this approach
to this amendment?**

- **Series of requests from
business/property owners in the ELM**
- *Consistent with requests in recent years
about evolution of ELM zone, and
long-standing concern that standards need to
be revisited to allow continued success of
district*
- **Balance these requests with the
guidance from draft *planBTV: South End*,
realities of the market dynamics**
- *Plan is about how to preserve and enhance*

the unique identities of the South End, strike a balance among them

- **Find a solution that is timely in response to requests**

- *What can we address today, what should be considered as part of a larger analysis of the entire ELM*

Presentation on Proposed ZA-19-07 | Planning Commission Jan 29, 2019

Commission Direction following Public Hearing on Jan 9:

- **Need to consider manufacturing and performing arts uses as separate issues:**

Regarding Manufacturing/Industrial Uses:

- *How to define manufacturing in a way that recognizes the evolving nature of the*

industry, provides flexibility for it to thrive in Burlington/the South End?

- *How do we protect industry while not “doing harm” to current property values and vested interests?*

Regarding Performing Arts Centers:

- *Where do we allow Performing Arts Centers in the ELM, and how to mitigate their impact?*

Commission Jan 29, 2019

*¹The draft planBTV: South End does not
anticipate changes to permit residential uses in
E-LM*

Presentation on Proposed ZA-19-07 | Planning

Defining focus area for manufacturing element of amendment

HR&A 2014 Market Study that informed *planBTV*:

South End:

*“Even if no changes are made to the zoning of the Enterprise District, the character of commercial uses in the South End may change as a result of a naturally evolving market. **Strong commercial demand (for example, for retail and services that support the growing office market) could push out artists and other businesses valuing low cost space...** Thus, the conversation about the future of the Enterprise District is not only a question about whether residential development¹ would displace long-time businesses, but also **how to facilitate future commercial growth in a way that preserves, to the extent desired, the area’s character.**”*
(Emphasis added)

2018 Allen, Brooks & Minor Report: Reviews properties south of Home Ave as BTV’s ‘Industrial Park’:

- Chittenden Co. industrial market has slowed, consistent with national trends, but
- *“One significant factor limiting industrial sales activity is the scarcity of available industrial lots in centrally located parts of Chittenden County”*
- *“...there is considered to be a supply shortage of industrial land available for development in established industrial locations...”*

Why does this matter?

Again, HR&A 2014 Market Study that informed planBTV: South End:

*“Finally, we note that the case studies provide some anecdotal evidence that the [sic] **permitting a retail***

presence in an industrial area may accelerate the demise of industrial uses.” (Emphasis from report)

How are other communities addressing this concern?

- *Just allow it (“it” = retail/commercial uses generally)*
- *Don’t allow it at all (again, general retail/commercial uses)*
- ***Hybrid approach*** (allow certain retail/commercial, in certain locations, limit as a %, etc...)
- *Support with other economic development strategies (outside the scope of zoning)*

In a 3-year report card measuring progress on Mayor de Blasio’s 2015 ‘10-point Industrial Action Plan’ for NYC:

Found generally positive, yet mixed, results on implementation of general economic development efforts supporting industry, but ad-hoc decisions about appropriate mixed-use: “...the lack of progress on

zoning reform severely hinders the otherwise commendable work done by the administration to advance the industrial and manufacturing sector.”

(Emphasis from report)

Presentation on Proposed ZA-19-07 | Planning Commission Jan 29, 2019

Prioritizing traditional & emerging industry south of Home Ave:

- **Proposed amendment does not prohibit uses which are currently permitted or conditionally permitted.**
- *No existing use has been changed from “Y” or “CU” to “N” in Appendix A- Use Table (The inverse is true, however...)*
- **Rather, general retail, office and service uses are limited to a supporting role**

within this portion of the district

- *Establishes an “if-then” relationship*
- *Use are still permitted or conditionally permitted, but “if” use is desired south of Home Ave, “then”*
- *Must be on a lot with an industrial, R&D, arts use; and*
- *Cannot exceed more than 49% of the GFA on the lot*

Presentation on Proposed ZA-19-07 | Planning Commission Jan 29, 2019

Prioritizing traditional & emerging industry south of Home Ave:

- **Proposed amendment simplifies definitions for traditional industrial/manufacturing uses, and recognizes common incidental business**

activities

- *Manufacturing and Light-Manufacturing*
 - *May include show room and/or public tours*
 - *May include incidental storage, distribution, and sales of products*
-
- **Intended to complement other uses already defined and permitted in the district, including south of Home Ave**
 - *Food & Beverage Production*
 - *Warehousing, Operations, Plants*
 - *Storage, Contracting, Trucking/Transit Operation*
 - *Etc...*

Presentation on Proposed ZA-19-07 | Planning Commission Jan 29, 2019

Prioritizing traditional & emerging

industry south of Home Ave:

- **Need to address gaps, overlap with “maker uses” and evolving needs of industry:**
- *Research & Development (currently defined in CDO, need to add to Appendix A- Use Table)*
- *Arts-based uses, except Performing Arts Center (remove from bucket of “if/then” uses, a change from 1/9 hearing)*
- *Technical Office (create definition to recognize the evolving nature of production businesses)*

How does this amendment seek to balance these uses?

Presentation **These charts* on Proposed *represent*
ZA-19-07 *categories/types* | Planning *of* Commission
uses, not each Jan *individual* 29, 2019
use in Appendix A. See proposed amendments
to Appendix A for complete list of uses.

Uses limited or not permitted today, that change:

- **Compatible or drivers of change?**

Ultimately, depends on where and in combination with what other uses.

- *Banks (changed to permitted use in ELM)*

- *Performing Arts Center (remove size and geographic limit, but maintain limit on accessory food and beverage)*

- **In the proposal, both are limited to the bucket of “if/then” uses south of Home Avenue**

Presentation on Proposed ZA-19-07 | Planning Commission Jan 29, 2019

Performing Arts Centers

**Where do we allow Performing Arts
Centers in the ELM, and how to mitigate**

their impact?

- *Conditional Use in ELM, reviewed by DRB for:*

- *impact on existing or planned public facilities • impact on the character of the area, • nuisance impacts • impact on transportation system and transportation demand management • utilization of renewable energy • compatibility with other policies, laws*

- *Limit accessory food/beverage*

- *South of Home Ave, limited by “if/ then” relationship to other uses*

FLYNN AVE RECONSTRUCTI ON

Ward 5 Neighborhood Planning
Assembly Thursday, March 21,
6:30pm City Market Community
Room

1²³

COORDINATED PROJECTS

Water rehabilitation

Repaving with curb and sidewalk work
Bikeway markings and parking changes

PLANBTV WALK BIKE

One intention: Improving east/west roads in the South End to help safely connect fragmented bike networks and pedestrian infrastructure.

Why Flynn Ave?

- Ideal connector street, bridging Oakledge Park and the waterfront with Pine Street and Shelburne Street
- Allows for safe City Market trips by bike
- Biking as more viable option for students commuting to school

OUTREACH & INPUT

- Design informed by Burlington Walk Bike Council
- Direct outreach to businesses: Redstone,

City Market, Howard Center

- Letters to property owners and residents along Flynn Avenue
- Advisory FPF post

PROPOSED IMPROVEMENTS:

1 Shelburne Street to Pine Street:

- Retain parking on the north side
- Add an eastbound bike lane (shared lane markings westbound)
- Potential crosswalk at Richardson St

2 Pine Street to Foster Street:

- Build parking adjacent to the sidewalk on the north side (add curb and improve sidewalks)

- Add bike lanes in each direction
- Potential crosswalk at Foster St **3**

Foster Street to Briggs Street:

- Restrict parking on both sides, continue bike lanes in each direction

Parking notched into greenbelt

Howard Center

Parking on north side

Howard center

Pine Street

374

326

330

336

Shared lane markings

ni Avan

374

368

252

196

Burlington

Subaru

414

Shelburne Street

Elynn Avenue

285

277

281

Fan Avenue

3:41 325

855

305

Saint Anthony

Church

375

293

387

No parking on
south side

393

Bike lanes in both directions

Eastbound bike lane

377

US 7

Pine Street

Foster Street

393

Match Line

1A

START 8'-0" PARKING LANE

EXIST. "NO PARKING ANY

TIME" SIGN

EXIST. "NO PARKING ANY

TIME" SIGN

EXIST. "NO PARKING ANY TIME" SIGN & BIKE

ROUTE

...

EXIST. SIDEWALK

...

618-6 Flynn Avenue

55'-0"

T

45'-0"

_17_0"

36-3

113-02

Shelburne St.

EXIST SIDEWALK

M2' - 8"

BIKE LANE END

SIGN TO BE INSTALLED BY

OTHERS.

NOTE:

1) ALL BIKE LINE STRIPPING, SYMBOLS
AND SIGNS ARE TO BE DONE BY OTHERS.

BURLIN

Flynn Ave (Shelburne Rd - Wells St)

IA

BURLINGTON PUBLIC WORKS ENGINEERING DIV.

SCALE: 1" = 20

North

UBLIC **WORX**

Match Line

1B

8'-0"

PARKING LANE 00 00 000 00 0DOV

IST. SIDEWALK

< 11'-0"

-

36'-0" >>>>

11'-0" /

Flynn Avenue

35'-5"

Match Line

1A

-

.

-

Wells St.

EXIST. SIDEWALK

6'-0" (MIN) BIKE LANE

NOTE:

1) ALL BIKE LINE STRIPPING, SYMBOLS &
SIGNS ARE TO BE DONE BY OTHERS.

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SURLIN

BURLINGTON, PUBLIC WORKS ENGINEERING DIV.

PT

Flynn Ave (Shelburne Rd - Wells St)

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DAMESH

SCALE: 1" = 20'

North

PUBLIC WORKS

DEJ

Match Line

2A

EXIST. SIDEWALK ODEO EO EO EO EO EOD

8'-0" PARKING LANE

Match Line

1B

36'-0"

Flynn Avenue

111'-0"

111'-0"

EXIST. SIDEWALK

6'-0" (MIN) BIKE LANE

NOTE:

1) ALL BIKE LINE STRIPPING & SYMBOLS
ARE TO BE DONE BY OTHERS.

LINGUN

BURLINGTON PUBLIC WORKS ENGINEERING DIV.

Flynn Ave (Wells St - Pine St)

2A

HTT

HT 042

SCALE: 1" = 20'

North

ID-1

our unew

Match Line

2B

Match Line

O OOO

8'-0" PARKING LANE

VZ____

it

36'-0"

111'-0"

111'-0"

Richardson St.

6'-0" (MIN) BIKE LANE

NOTE:

1) ALL BIKE LINE STRIPPING, SYMBOLS &
SIGNS ARE TO BE DONE BY OTHERS.

URLINGTON,

Flynn Ave (Wells St - Pine St)

2B

BURLINGTON **PUBLIC WORKS ENGINEERING DIV.**

IDED :DEES

SCALE: 1" = 20

North

"ublie **WOW**

HE TE

Match Line

20

14'-0"

176'-0" _ NEW CURB & DROP CURBS
TO BE INSTALLED (TYP) 1

8'-0" EXIST. SIDEWALK
PARKING LANE

Match Line
2B

35'-10".
EDDEDDEO Flynn Avenue ve
111'-0" 111'-0"

EXIST. SIDEWALK

NEW CURB & ADA PADS TO BE INSTALLED
(TYP.)

6'-0" (MIN) BIKE LANE

NOTE:

1) ALL BIKE LINE STRIPPING, SYMBOLS &
SIGNS ARE TO BE DONE BY OTHERS.

HG TOT
SURLU
BURLINGTON PUBLIC WORKS ENGINEERING DIV.

Flynn Ave (Wells St - Pine St)

20
THAT

SCALE: 1" = 20'

North

LE RD

Match Line

W 11 INSTI

3A

REMOVE & REINSTALL EXIST

"NO PARKING HERE TO UTILITY POLE

CORNER" SIGN (TYP. OF 5)

EXIST. "SHARE 8'-0"

THE ROAD" SIGN PARKING LANE

RELOCATE SPEED LIMIT &

"SLOW CHILDREN AT PLAY" SIGNS (2 TOTAL)

EXIST. LIGHT

POLE

NIIIIIIIIIIIIIIIII NEW SIDEWALK INITIUITIT
DEDJELDENEICO)

6'-0" (MIN) BIKE LANE

Match Line

20

TIITTI

.....
wwwwww
.....

41'-0"

110'-6" 110'-6"

Pine St.

EXIST. SIDEWALK

EXIST. TREES

(TYP)

5'-0" (MIN)

BIKE LANE BIKE BOX TO BE PAINTED BY OTHERS

NOTE:

1) ALL BIKE LINE STRIPPING, SYMBOLS &
SIGNS ARE TO BE DONE BY OTHERS.

ENSEN
URLINGTON
ESIT
BURLINGTON PUBLIC WORKS **ENGINEERING DIV.**

Flynn Ave (Pine St - Foster St)

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IT
OUDT
SCALE: 1" = 20
North
3A

Match Line
3B

EXIST. "NO PARKING HERE TO DRIVEWAY" SIGN

EXIST. CATCH
BASIN
EXIST. CATCH
BASIN
REMOVE EXIST.

CONCRETE EXIST. "NO PARKING FIRE
EXIST. "RESERVED

LANE" SIGN,
PARKING"

HANDICAP SIGN EXIST. UTILITY POLE
(TYP. OF 5)

Match Line
NEW SIDEWALK | **VEDETUDE DE**
17' - 7"
33' - 10"

6
-2"

EXISTING "NO PARKING HERE TO
CORNER" SIGN

Foster St.

NEW "BIKE LANE" - SIGN INSTALLED

BY OTHERS

NOTE:

1) ALL BIKE LINE STRIPPING & SYMBOLS
ARE TO BE DONE BY OTHERS.

GTON,VT
URLINGTON
BURLINGTON PUBLIC WORKS ENGINEERING DIV.

Flynn Ave (Pine St - Foster St)

3B
DU

SCALE: 1"= 20

North

THANK YOU FOR YOUR FEEDBACK

More opportunities to comment and next steps:

1 Any recommendations to change
on-street parking will be presented to the
Public Works Commission for a decision at
their meeting on **Wednesday, April 17.**

Meetings begin at 6:30pm at 645 Pine Street and public comments are encouraged. The meeting agenda will be available in advance at <http://bit.ly/PWC-Agendas>.

2 Direct or 863-9094 feedback x3.

can be shared anytime with
dpwplanning@burlingtonvt.gov

3

Any proposal that passes the Commission will be implemented in coordination with paving. **Add your email to the sign-in sheet to receive updates before the Commission meeting.**

Paving ~ 3 miles 5.13 miles 7.37 miles
12.50 miles

Sidewalk Reconstruction ~ 1 mile 3.0
miles total 2.86 miles **5.86 miles**

Water Main Relining As needed 1.78
miles 1.93 miles **3.71 miles**

Water Main Replacement As needed 0.44
miles 1.5 miles **1.94 miles**

Curb As needed 0.62 mile 0.53 miles **1.15
miles**

Sewer/Stormwater Rehab Pipe

As needed \$165K \$272K **\$437K**

- **Flynn Ave Water Main Relining**, Shelburne -> Pine
 - **Timing:** Mid April - July
 - **Traffic:** Two Way Maintained
 - **Key Detail:** Pits, closer to side of road
- **Flynn Ave Paving** (Shelburne to Pine; Pine to Railroad Tracks)
- **Pine St Water Main Relining** (Flynn-> Home)
 - **Timing:** 1st half of season
 - **Traffic:** Traffic control to include two way flow during peak travel
- **Pine St Paving** (*Flynn -> Home*)
- **Pine St Paving** Lakeside -> Flynn
- **Pine & Flynn Intersection:** Reconstruction of Water Main
- **Caroline St Water Main Relining**
- **Austin Drive Paving/Charlotte St Paving**

- **Key Principle:** Expanded transportation choice
- **Proposal stage, Contracts not signed**

- **Reviewing Feedback**
- **Video of Public Forum available on our Facebook Page & Website**
- **Feedback/Questions:** dpwplanning@burlingtonvt.gov

- **BTV Construction Portal**, including a map and list of all 2019 paving, sidewalk and water projects:

burlingtonvt.gov/construction

- **Report non-emergency maintenance requests:**

SeeClickFix.com

- **DPW Customer Service:** 802-863-9094

- **Water Resources, including 24/7 urgent support:**

802-863-4501/water-resources@burlingtonvt.gov

- **Sustainable Infrastructure Plan & Construction**

Season Info: burlingtonvt.gov/DPW/Reinvestment