**CITY OF BURLINGTON**
**DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Burlington, VT 05401
802.863.9094 x 3 VOICE
www.burlingtonvt.gov/dpw

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

# DPW COMMISSION MEETING AGENDA
# March 15, 2023
# 6:30 p.m.

***To Attend In Person – 645 Pine St. Main Conference Room***
***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 2-15-23
- B Complete Streets

5 10 Min Parking Services Enforcement in BPRW Lots
- A Communication, J. Padgett & J. Esperti
- B Commissioner Discussion
- C Public Comment
- D Action Requested –Vote

6 15 Min Parking Fine Reform – Introduction
- A Presentation, J. Padgett & J. Esperti
- B Commissioner Discussion
- C Public Comment
- D Action Requested – None

7 10 Min Main Street Great Streets Update
- A Communication, L. Wheelock & O. Darisse
- B Commissioner Discussion
- C Public Comment
- D Action Requested – None

8 10 Min Director's Report

9 10 Min Commissioner Communications

10 **Adjournment & Next Meeting Date – April 19, 2023**

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10 **Adjournment & Next Meeting Date – April 19, 2023**

**DEPARTMENT OF PUBLIC WORKS**
**645 PINE STREET**
**BURLINGTON, VERMONT 05401**
**COMMISSION MEETING FEBRUARY 15, 2023**
**DRAFT MINUTES**

For more information please go to:
https://www.youtube.com/watch?v=HZY_CEThUPY&list=PLljLFn4BZd2PwCge7lNoKug676jIf_iUA&index=1

Commissioners Present: Commissioner Barr, Commissioner Damiani, Commissioner Fox, Commissioner Hogan (Chair), Commissioner Munteanu (arrived around 6"40 p.m. Via zoom), Commissioner O'Neill-Vivanco, Commissioner Overby

ITEM 1 – CALL TO ORDER

Commissioner Hogan called the meeting to order at 6:32p.m.

ITEM 2 – AGENDA

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

ITEM 3 – PUBLIC FORUM

The following people who spoke at the public forum were in favor of the bike lanes for North Winooski Avenue: Chris Yuen, Georgi deRham, Laura Schwepp, Connor, Brad W., Michael Arnold, Ryan Thornton, Taylor Adams, Marty Gillies, Colin Larsen, Dan Castrigano, Jonathan Weber, Ali Hamedani, Jak Tiano.

The following people who spoke at public forum were against the bike lanes for North Winooski Avenue: Justin Hudson, Michael Monte, Liz Curry, Jane Knodell, Melo Grant, Rick Bragg, Matthew Peterson, A. Whittman, Brandon Adik, Tiki Archambeau.

ITEM 4 – CONSENT AGENDA

A Approval of Draft Minutes 1-18-23
B Burlington Tech Center School Zond (Cherry St from St. Paul to Church St)
C Back-to-Back Parking Ban – Free Day Parking
D Fines For Food Report
E Holiday Parking Program Report
F Change of One Parking Space at 77 Pine Street to 30 Minutes
G Street Seats and Parklets 2023 Program Update

Commissioner O'Neill-Vivanco made a motion to approve the agenda

Commissioner Barr seconded
Unanimous Approval

ITEM 5 – NORTH WINOOSKI AVENUE PARKING REGULATORY CHANGES

City Engineer Philip Peterson stated that the following recommendations of the Winooski Avenue transportation study. We are proposing to remove on street parking on the east side of the street between Union and Riverside so bike lanes can be added. We are also proposing several other traffic regulations which will not become effective until after the paving is complete. Parking will remain on the west side of the street. VTRANS cannot move forward with the proposed bike line striping plan without this final DPW Commission approval.

North Winooski Avenue is a major desire line for people biking. Neighborhood bike lanes ends at Union Streets and sharrows have been striped along North Winooski from Union to Riverside, as the sharrows do not provide designated space for bicyclists they do not enhance the overall bicycle network and are only a stopgap solution. This is important to move forward to create a complete bicycle network for Burlington. This would complete a continuous 2.75 mile north/south bicycle facility from the city's south end to the Winooski beige at the entrance to the City of Burlington.

There have been continuous public engage with this project as it relates to the traffic regulation amendments. We have sought input from the local businesses and residents on how the future of North Winooski Avenue parking and the adjacent spaces on side streets should be regulated. There were also flyers mailed to the businesses, residents and other interested parties and the Staff has made some minor adjustments to the proposed traffic regulation amendments. We have received several e mail and phone calls and find that the majority of communications support staff recommendations.

We are continuing to work with private property owners on off street shared parking opportunities. The city has provided a proposal to property owners to have city manage the off-street parking and share 89% f the revenues with the owner. We will be going in front of City Council in April for project updates. Summer 2023 VTRANS will pave and stripe North Winooski Avenue.

Commissioner Barr stated he has traveled through this corridor and could always find a space to park. If we have good, way-finding signage will also help.
Commissioner Fox asked if DPW will monitor the area if this passes. City Engineer Peterson stated we will be out there as construction takes place.
Commissioner Overby stated she is sensitive to the comments. She has concerns about the Community Health Center for staff. She supports the change stating it will improve the way it looks.
Commissioner Damiani was reading a statement he had prepared.

Commissioner O'Neill-Vivanco stated she wanted to see the number of bedrooms for residents living there. Look into parking, look into shared parking. This area is vibrant and accessible by many modes of transportation. Improve the lighting and make it safer for all.
Director Spencer stated they are continuing to look into shared parking.
Commissioner O'Neill-Vivanco asked about if we can do a warning program before tickets get issued in the area.
Director Spencer stated this is a way to expand the Whoops program where your first ticket you will not have to pay.
Commissioner Munteanu stated we need to move ahead with the project and stated we need to find a way to make this work for everyone. Listen to the people and come up with solutions for the residents and their concerns.
Commissioner Hogan asked to speak to the phasing here.
Director Spencer stated that we have implement on Union to Riverside went from four lanes to three. The next phase Union to Pearl lane readjustment.
Commissioner Hogan stated we need to get people to their destinations – support the city loop bus.

There were again several people from the public speaking here. Please listen to the video.

Commissioner Munteanu made a motion to adopt the recommendations by city staff
Commissioner O'Neill-Vivanco seconded
Unanimous approval

ITEM 6 - ANNUAL DOWNTOWN GARAGE ODDUPANCY ANALYSIS REPORT

Assistant Director Jeff Padgett stated that occupancy remain low but improves to forty to fifty percent.
The revenue trend is stabilizing over the year
Free employee program is an ongoing success
Parking garage use is recovering but occupancy remain low.

Commissioner Damiani questioned if with the new technology are we able to take Information from DMV information and find generally where people live and using the parking garages to get an understanding of are a lot of people live using the parking garages?
Assistant Director Padgett stated that DMV data is protected but we can get that information through Park Mobile because that is disclosed.

Commissioner Overby had a question about the Way Finding issues. Are there any plans to improve the way finding downtown?

Director Spencer stated that in between the garages we had a major clean up of the path between the garages and Bank Street, improved a bunch of lighting. IF you see graffiti in any of the garages send me an e mail.
Commissioner Overby asked which way are you expecting people to find their way in and out of that downtown core?
Assistant Director Padgett stated that up to Church Street either up Cherry Street or up the path to Bank Street which is almost the same amount of time/.

Commissioner Munteanu stated he would like to second the way-finding aspect.

Commissioner Fox is this occupancy report was for permitted spaces or permitted spaces and…
AD Spencer stated it was for the garage.
Commissioner Fox hoping to explain briefly what the free employee parking is?
AD Spencer stated that a couple years ago we took away the 2 hour of free parking away from the Marketplace Garage and Downtown Garage and created a free employee parking in the downtown garage. The idea was that we want the Marketplace garage to be for the marketplace customers and give the downtown employees give them some place to park free. It has been very well received. It is only for businesses in the downtown district.

Commissioner Barr LPR just for garages at this point or have you mounted them on the parking vehicles?
AD Spencer stated we do not have approval to do that yet.

Commissioner O'Neill-Vivanco the way-finding is important. Question about the free employee parking. You mentioned it was for the downtown. I was at a business on lower Main and Battery and someone there said our employee don't know where to park. I had an issue with Park Mobile that day and you can only use it once per day and I had to drop someone off some place and I couldn't use it again.
AD Spencer stated you should have been able to use it again,.
Commissioner O'Neill-Vivanco stated she couldn't get it to work again.
AD Spencer stated that there is an ordinance if you're parking in a time limited zone you have to move, you can't park at that same meter again for four hours, that's what the ordinance says. You can always put coin in and you can alsway use a card, those are all smart meters down there.
Commissioner O'Neill-Vivanco stated those businesses down there are not considered in the downtown where do they park and can I just say can we expand that designated downtown because they are close enough to the downtown garage to then park there and free up some of those.
AD Spencer the policy is that we wrote and you approved is a piece of paper. So I am willing to entertain some conversation around it.

Commissioner Hogan asked if we still have real time counts or is it on Park Mobile?

AD Spencer stated LPR is the solution. We can do occupancy counts as we are driving down the city, if we are driving down Summit Street we can get occupancy on Summit Street.
Director Spencer stated that LPR will give us real time occupancy.

ITEM 7 – UPDATE TO WHOOPS! PROGRAM

AD Spencer stated we initiated this program about a year ago. It gives the opportunity for anybody citywide for a non-safety related parking ticket. If you get a ticket once, a year you can say Whoops and we'll say have a nice day it's on us. The problem was we had into it saying that you had to be ticket free for a year. We realized as the program went ahead with this that stating that you have to be ticket free works more for people who don't often get tickets versus people who get tickets a little more frequently don't. We took the condition of one year no tickets out of the ordinance and made it a period for 365 days you get to use a Whoops once. Clarified language that made it clear that the citizen needs to ask for the Whoops.

Commissioner Damiani (unable to understand)
AD Spencer after we get this approval we will be able to go on the website. Go to our landing page, look at our appeal button, get the language on the appeal button, then go to AIMS – this is a good program.

Commissioner Overby is there a way to handle somebody who has a parking violation ticket from six months ago and they were not aware of the 30-day appeal what the situation for something is like that.
AD Spencer right now the process is you appeal to us and we push the appeal onto the City Attorney's Office and the City Attorney can make that judgment. We are trying to reverse the roles so we actually have the appeal authority and if they want to appeal from us they go to court. We are trying to streamline the system. WHOOPS is something we can do a 60-day ticket cannot be WHOOPS it can go to the City Attorney and the City Attorney can void it.

Commissioner Munteanu my question is relating to the number of Whoops eligible tickets that were applied as such. Is this something that everyone is aware of or are there basically people who are paying this ticket who might not need to.
AD Padgett it definitely gets used, I don't have any number on it, it gets used when our staff coaches it to be used. If somebody calls in and says I want to pay this and our staff says you can whoops this you haven't gotten a ticket or whatever you know. We do need to get analytics on this it is lost money, this goes to the general fund and this is lost money for them. We don't have those numbers yet.

Commissioner Fox what is the goal of this program?
AD Padgett the goal is educational. I'm going to come back you for hopefully a first cut for an alternative approach to towing. What this Whoops program does in a residential

parking, we are not towing for resident parking right now but we have the authority. Right now in resident parking if you get a ticket and we tow you it's a $75 ticket for you and it's a $75 tow. You come in and you Whoops it we void your $75 ticket and then who pays for the tow? We do because we just voided your tow. This program helps up to initiate a program for towing because if it has the threat of being Whoopsed we are actually financially exposed.

Commissioner Barr one of the things we did at UVM was actually print things on the ticket in addition to the citation obviously you can put something on the bottom or even with a QR code or you could even on the envelopes. That way anybody who says I didn't know this you know you've got the ticket.
AD Padgett brought a ticket because we have redesigned how the ticket looks but it actually looks like a restaurant check. It tells you exactly where to go in ordinance to find the exact language that got you towed. It is being much more transparent about what you did wrong or what ordinance was violated. So by putting a reference to Whoops on here is a really good idea.

Commissioner O'Neill-Vivanco when car is towed and not sure was my car stolen. You don't know because you think your car was stolen. I know this, the Whoops will not deal with Overlake Street because it's not just residential.
AD Padgett stated it will because it's not safety related. We have gone through and identified which ones are not safety related and can actually create a towing architecture. WE wanted to get Whoops fixed because it affects a lot of people.

Commissioner Damiani made a motion to approve staff's recommendations
Commissioner Barr seconded
Unanimous approval

ITEM 8 - DIRECTOR'S REPORT

Director Spencer stated to look at the report that is provided in the packet.

ITEM 9 – COMMISSIONER COMMUNICATIONS

Commissioner Damiani thank Peggy and the two DPW staff who attended an event that they helped organize (unable to hear rest.
The other things is around the discussion of North Winooski and which sort of push in the future for more work around pilot projects.

Commissioner Overby wanted to mention you may have heard wanting to name the shelmer and rap about I want to be ready Memorial roundabout I don't know what needs to be done to make that something that our commission could also endorse.
Second thing I wanted to mention is the recycling toter coming to be required on May 1st. I was not clear on how easy it was to go to your website and place an order.

Commissioner Fox small streets at the west end of North Street – Blodgett, Drew, Pitkin and Front Street I noticed they all don't have stop signs and I'm just wondering if that's deliberate or if I should submit a bunch of See Click Fixes to get stop signs there.
Assistant Director Norm Baldwin stated that unless there is some sort of sight line requirement or some sort of sight line problem or some sort of accident history stop signs are not necessarily warranted.
'

Commissioner O'Neill-Vivanco how are you going to reach landlords other than what is named I hope it's to reach out directly to the landlords.
Information Officer Goulding stated that postcards are going directly to all property owners which will include landlords. We are utilizing our Open Gov platform that has most, if not all, of registered landlords in the system.
Commissioner O'Neill-Vivanco talked about the meeting with seniors and 4th graders was very information. The seniors were very vocal about equity.
Cliff and Prospect Street the line heading up Cliff to cross the sidewalk is safeter because of the sightlines, midway crossing is not as safe, no curb cut or crosswalk..

Commissioner Hogan clarification on Street Seats program gave more authority to us on who sets parking rates. That is not us it's city council. It's the language in there.
Director Spencer meter rates are done by the Commission the rate for the street seats is based on the cost of the meter which is something that the commission does set. If they want to encumber the meter spot for the day then we charge them for what the commission has set as the usual metered spot.
Commissioner Hogan recycling toters are great I'm still seeing an issuer with a lot of bins on the bike lane. Casella is a private carries bins are in the right of way.
I appreciate staff's response to a water issue that I thought might be a leak and I learned a lot.
There was a contentious item tonight that passed unanimously I think that weighed heavily on us and I think that if passed shows the reflection of the trust that we build in you all.

ITEM 10 – ADJOURNMENT & NEXT MEETING DATE - MARCH 15, 2023

Commissioner Barr made a motion to adjourn
Commissioner Munteanu seconded
Unanimous approval

Meeting adjourned at 10:01 p.m.

**City of Burlington**
Department of Public Works

Technical Services Engineering Division
645 Pine Street, Suite A
Burlington, VT 05402
P 802-863-9094 / F 802-863-0466 / TTY 802-863-0450
www.burlingtonvt.gov/DPW

**MEMORANDUM**

*Date:* March 15th, 2023
*To:* Public Works Commission
*From:* Dora Bean, Associate Public Works Engineer
*CC:* Corey Mims P.E., Senior Public Works Engineer
*Subject:* *CY23 Street Reconstruction Program* Complete Streets

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**Background:**
The City of Burlington is committed to providing a range of interconnected, safe, affordable, efficient, and convenient transportation choices for residents, visitors, and employees alike. Recently, this commitment has been formalized through state and local policies, but the real challenge is still ahead of us as we implement these policies -- making every Burlington Street "complete."

In June 2012, the DPW convened local stakeholders, decision-makers, advocates, and municipal staff for a full-day workshop sponsored by the Environmental Protection Agency through their Sustainable Communities Building Blocks Program. Through collaboration at the workshop, an overarching vision was drafted to be a unifying guide for future planning studies that evaluate complete streets:

***Burlington streets will evolve into complete streets corridors that provide safe, inviting, and convenient travel for all users of all ages and abilities —including motorists, pedestrians, bicyclists, and public transportation riders.***

***Within each neighborhood, the need to move people through the corridor will be balanced with the need to provide access to homes, businesses, and local institutions within the corridor. The most effective use of finite public space will be determined through interdisciplinary collaboration with a wide range of community members considering economic, environmental, and equity concerns.***

***The corridor will develop into an attractive public space through creative streetscape, signage, and other site design features. Promoting social interaction and public health will make the corridor more livable and desirable.***

DPW executes this vision through various construction projects throughout the City, with the annual Street Reconstruction contract contributing significantly. As part of this goal, each street paving is required to have an associated Complete Streets Form (Attachment A).

**Paving:**
Attached are the Complete Streets forms for the streets anticipated to be completed under the CY23 Street Paving contract: St. Paul Street (Adams St to Howard St), Pearl Street (Winooski Ave to Prospect St), and Walnut Street; with Riverside Avenue (Intervale Ave to Winooski Ave), and Clarke Street as potential add-alternates. These streets may be modified in the event of unexpected deterioration during the winter season.

Please note no exceptions are being considered for this work under complete streets. These forms will be placed on record with the Clerk/Treasurer's Office and submitted to the Vermont Agency of Transportation.

In addition to the CY23 Street Paving Contract, there will be further paving activities this construction season. Birchcliff Parkway and Flynn Avenue paving are scheduled to be completed this spring to close out the CY22 Street Reconstruction Program contract. This work was presented at the DPW Commission meeting on April 27, 2022.

The Department of Public Works Water Resources group has been completing significant infrastructure improvements as part of their State Revolving Funds (SRF) contract. The paving of North Prospect Street (North to Pearl), Lakewood Parkway, and Tallwood Lane will be paved under their contract following completion of their infrastructure improvements on those streets in 2023. These streets were presented to DPW Commission as part of the CY21 Complete Streets memo for the January 20, 2021 meeting. Because the SRF contract had a year delay start these streets have been held until the work has been completed.

Finally, VTrans will continue resurfacing their Class I Highways in Burlington. Their remaining work will be on: Shelburne Road, South Willard Street (Main St to Shelburne St), St Paul St (Howard to Shelburne St), North Winooski Avenue, and South Winooski Avenue. All of this work and additional patching and pavement preservation efforts will occur in 2023 separate from the CY23 Street Paving Contract.

If you have questions, please contact me at (802)-829-6046 or at dbean@burlingtonvt.gov.

# MUNICIPAL COMPLETE STREETS COMPLIANCE FORM

**Town:**
**Road:**
**Project Description:**
**Name of Municipal Official:**
**Position:**
**Date:**

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

**Please complete only one of the three sections.**

**1) Compliance** – Please select all Complete Streets principles and practices that have been incorporated into the project.

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

**2) Exemption** – Please select one.

- ☐ A. The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ B. Incorporating complete streets principles is outside the scope of the subject project due to its very nature. Indicate project scope below.
  - ☐ Crack sealing
  - ☐ Culvert replacement
  - ☐ Emergency repairs
  - ☐ Guardrail replacement
  - ☐ High risk rural road (HRRR) projects
  - ☐ Ledge/slope projects
  - ☐ Pothole repair
  - ☐ Preventative maintenance, bridge maintenance
  - ☐ Roadside mowing
  - ☐ Road/shoulder sweeping
  - ☐ Shim/leveling projects
  - ☐ Sign replacement
  - ☐ Traffic signal equipment upgrades
  - ☐ Other miscellaneous maintenance activities
  - ☐ Projects with pre-approved scopes of work (Often funded through grant programs such as Transportation Alternatives, Scenic Byways, Public Lands Highways or earmarks with a specific purpose.)
- ☐ C. The cost of incorporating complete streets principles is disproportionate to the need or probable use.

If 2)C is selected, please provide a short justification below:

| |
|---|
| |

**3) Non-Compliance –** If none of the boxes under "Compliance" and "Exemption" are checked please draft and attach justification for not incorporating Complete Streets principles and practices into the project.

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**Position:**
**Date:**

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

**Please complete only one of the three sections.**

**1) Compliance** – Please select all Complete Streets principles and practices that have been incorporated into the project.

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

**2) Exemption** – Please select one.

- ☐ A. The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ B. Incorporating complete streets principles is outside the scope of the subject project due to its very nature. Indicate project scope below.
  - ☐ Crack sealing
  - ☐ Culvert replacement
  - ☐ Emergency repairs
  - ☐ Guardrail replacement
  - ☐ High risk rural road (HRRR) projects
  - ☐ Ledge/slope projects
  - ☐ Pothole repair
  - ☐ Preventative maintenance, bridge maintenance
  - ☐ Roadside mowing
  - ☐ Road/shoulder sweeping
  - ☐ Shim/leveling projects
  - ☐ Sign replacement
  - ☐ Traffic signal equipment upgrades
  - ☐ Other miscellaneous maintenance activities
  - ☐ Projects with pre-approved scopes of work (Often funded through grant programs such as Transportation Alternatives, Scenic Byways, Public Lands Highways or earmarks with a specific purpose.)
- ☐ C. The cost of incorporating complete streets principles is disproportionate to the need or probable use.

If 2)C is selected, please provide a short justification below:

| |
|---|
| |

**3) Non-Compliance –** If none of the boxes under "Compliance" and "Exemption" are checked please draft and attach justification for not incorporating Complete Streets principles and practices into the project.

# MUNICIPAL COMPLETE STREETS COMPLIANCE FORM

**Town:**
**Road:**
**Project Description:**
**Name of Municipal Official:**
**Position:**
**Date:**

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

**Please complete only one of the three sections.**

**1) Compliance** – Please select all Complete Streets principles and practices that have been incorporated into the project.

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

**2) Exemption** – Please select one.

- ☐ A. The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ B. Incorporating complete streets principles is outside the scope of the subject project due to its very nature. Indicate project scope below.
  - ☐ Crack sealing
  - ☐ Culvert replacement
  - ☐ Emergency repairs
  - ☐ Guardrail replacement
  - ☐ High risk rural road (HRRR) projects
  - ☐ Ledge/slope projects
  - ☐ Pothole repair
  - ☐ Preventative maintenance, bridge maintenance
  - ☐ Roadside mowing
  - ☐ Road/shoulder sweeping
  - ☐ Shim/leveling projects
  - ☐ Sign replacement
  - ☐ Traffic signal equipment upgrades
  - ☐ Other miscellaneous maintenance activities
  - ☐ Projects with pre-approved scopes of work (Often funded through grant programs such as Transportation Alternatives, Scenic Byways, Public Lands Highways or earmarks with a specific purpose.)
- ☐ C. The cost of incorporating complete streets principles is disproportionate to the need or probable use.

If 2)C is selected, please provide a short justification below:

| |
|---|
| |

**3) Non-Compliance –** If none of the boxes under "Compliance" and "Exemption" are checked please draft and attach justification for not incorporating Complete Streets principles and practices into the project.

City of Burlington
Department of Public Works
Division of Parking and Traffic
645 Pine Street, Suite A
Burlington, VT 05402
802.863.9094 P
802.863.0466 F
802.863.0450 TTY
www.burlingtonvt.gov

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

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

Date: March 15, 2023

To: Public Works Commission

From: Jeff Padgett, Division Director
Parking and Traffic

Erin Moreau
BPRW – Waterfront Superintendent & Harbormaster

C.C.: Chapin Spencer, DPW Director
Cindi Wight, BPRW Director

Subject: Addition of Burlington Parks, Recreation and Waterfront Lots and housekeeping updates to Appendix C 18(a);
Addition of Reference to Rates to Appendix C 19(e)

---

**Request:**

To authorize the update of Appendix C18 to

1) the designate the lots owned by Burlington Parks, Recreation and Waterfront (BPRW) as "parking facilities,"
2) remove the term "monthly" from "Monthly Permitted Lots" to better reflect the wide variety of permits available and
3) add the 194 St. Paul Street Lot to the Appendix C 18(a) as a metered lot

and update Appendix C19 to

1) add reference to rates in BPRW lots as approved by the Parks Commission and City Council.

**Background:**

DPW Parking Services has been working closely with BPRW to support and assist in the administration of their parking operations. This relationship both supports our goal of providing a "one-stop-shop" for parking services and also allows BPRW to leverage our parking software platform and infrastructure to streamline their customer experience. We're working to provide a fully digital and online permit operation for the summer of 2023.

However, as we continue to work through the details of the relationship, it became clear that Parking Services doesn't currently have the authority in ordinance to enforce parking regulations in lots owned by BPRW (nor did the staff when housed at the Police as Parking Enforcement). Currently that authority resides solely with BPRW staff and law enforcement officers as detailed in the Burlington Code of Ordinance (BCO) 22-23. On February 23, 2023 the BPRW Commission unanimously approved the concept of amending BCO 22 to allow for enforcement by DPW; and on March 20, 2023 this request will be presented to City Council.

Therefore, in coordination with BPRW, DPW Parking Services is requesting that the lots owned by BPRW be added to Appendix C18 *Parking Facility Designation* of the BCO (see attached) to ensure that when council approves the BPRW ordinance changes, there is a seamless transition in enforcement. Also, adding these lots to Appendix C will allow them to be enforced by Parking Services as a "traffic ticket" under Chapter 20-55(a)16 versus a "civil ticket" in BCO 22. A "traffic ticket" is different than "civil ticket" in that it has a more simple appeal process, has more less severe legal ramifications and is the appropriate tool for enforcement in parking facilities. Civil tickets are more appropriate for infractions related to unruly, violent, and destructive behavior and will remain under BPRW's authority in BCO 22.

Utilizing Parking Services staff to both sell permits *and* enforce them is a critical benefit to the "one-stop-shop" model that both DPW and BPRW are working towards.

Additionally, two housekeeping items are requested in Appendix C18

1. The term "monthly" is removed relative permits in lots to better account for the wide variety of permits available from BPRW (daily, weekly, monthly, seasonal, etc.).

2. In review of the BCO for this update, it was discovered that the 194 St. Paul Street Lot was recognized as a "permitted" lot but not as a "metered" lot. This allows Parking Services to enforce for permits, but prevents enforcement of transient parking. By adding the 194 St. Paul Street Lot to the "meter" lot section of Appendix C(18) the city will be able to completely fulfill the management obligations outlined in *Section 8: Enforcement* of the City's operating agreement with Champlain College.

The final adjustment requested is to include reference in Appendix C(19) *Parking Rates* to reflect that rates in BPRW lots are established by the Parks Commission and City Council.

**Motion:**

To approve and adopt the amendment to Appendix C, Section 18, of the Burlington Code of Ordinances as recommended by the Department of Public Works; namely, the designation of lots owned by Burlington Parks, Recreation and Waterfront (BPRW) as "parking facilities" in Appendix C 18(a) and (b): specifically, the lots known as Oakledge Park Lot, Perkin's Pier Lot, Pease Lot, Coast Guard Ramp Lot, North Beach Lot, and Leddy Park Lot; and, to remove the term "monthly" from "Monthly Permitted Lots" to better reflect the wide variety of permits available; and, to add the 194 St. Paul Street Lot to Appendix C 18(a) as a metered lot; and further to add reference in Appendix C(19)e to rates in these lots as approved by the Parks commission; all of this in substantial conformance with the attached Appendix C change forms, subject to review and approval by the City Attorney's Office.

**Attachment**:

1) Updated Appendix C18 Language
2) Updated Appendix C19 Language

# CITY OF BURLINGTON

**In the Year Two Thousand Twenty-two**

## A Regulation in Relation to

Rules and Regulations of the Traffic Commission—
Section 18. Parking facility designations.

Sponsor(s): Department of Public Works
Action: Approved
Date: 1/18/2023
Attestation of Adoption:

_____
*Phillip Peterson, PE*
*Public Works Engineer, Technical Services*
Published: _____
Effective: _____

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

That Appendix C, Rule and Regulations of the Traffic Commission, Section 18, Parking facility designations, of the Code of Ordinances of the City of Burlington is hereby amended as follows:

**Section 18 Parking facility designations.**

(a) Metered lot locations:

(1)-(6) As written.

(7) ~~Reserved.~~ The city-owned and public works managed lot more commonly understood to be the Oakledge Park Lot.

(8) ~~Reserved.~~ The city-owned and public works managed lot more commonly understood to be the Perkin's Pier Lot.

(9) ~~Reserved.~~ The city-owned and public works managed lot more commonly understood to be the Pease Lot.

(10) ~~Reserved.~~ The city-owned and public works managed lot more commonly understood to be the Coast Guard Ramp Lot.

(11) The city-owned and public works managed lot more commonly understood to be the North Beach Lot.

(12) The city-owned and public works managed lot more commonly understood to be the Leddy Park Lot.

(13) The city-leased and public works managed lot more commonly understood to be the 194 St. Paul Street Lot.

(14)-(18) Reserved.

(b) ~~Monthly p~~Permit lot locations:

(1)-(6) As written.

(7) The city-owned and public works managed lot more commonly understood to be the Oakledge Park Lot.

(8) The city-owned and public works managed lot more commonly understood to be the Perkin's Pier Lot.

(9) The city-owned and public works managed lot more commonly understood to be the Pease Lot.

(10) The city-owned and public works managed lot more commonly understood to be the Coast Guard Ramp Lot.

(11) The city-owned and public works managed lot more commonly understood to be the the North Beach Lot.

(12) The city-owned and public works managed lot more commonly understood to be the the Leddy Park Lot.

(c)-(d) As written.

** Material stricken out deleted.
*** Material underlined added.

TD: BCO Appx.C, Section 18
1/18/23

# CITY OF BURLINGTON

**In the Year Two Thousand Twenty Three**

## A Regulation in Relation to

Rules and Regulations of the Traffic Commission—
Section 19 Parking Rates

Sponsor(s): Department of Public Works
Action: Approved
Date: *March 15th, 2023*
Attestation of Adoption:

_____
*Phillip Peterson, PE*
*Public Works Engineer, Technical Services*
Published: _____
Effective: _____

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

That Appendix C, Rules and Regulations of the Traffic Commission, Section 19 Parking Rates, of the Code of Ordinances of the City of Burlington is hereby amended as follows:

**Section 19 Parking Rates.**

(a)-(d) As written.

(e) ~~Reserved~~ Rates for designated metered lots identified in Section 18 (a) *Metered Lot Locations (7)-(13)* shall be established by the Parks Commission and City Council.

** Material stricken out deleted.
*** Material underlined added.

LJ/hm: BCO Appx.C, Section 19
March 15th, 2023

City of Burlington
Department of Public Works

Technical Services Engineering Division
645 Pine Street, Suite A
Burlington, VT 05402
P 802-863-9094 / F 802-863-0466 / TTY 802-863-0450
www.burlingtonvt.gov/DPW

# Memo

*Date:* March 15, 2023

*To:* DPW Commission

*From:* Laura Wheelock, P.E., Senior Public Works Engineer
Olivia Darisse, P.E., Public Works Engineer

*CC:* Chapin Spencer, Director of Public Works
Norm Baldwin, P.E., City Engineer/Asst. Director – Technical Services
Robert Goulding, Public Information Manager

*Subject:* Great Streets Main Street Draft Downtown Burlington Parking Study and General Project Updates

---

The Great Streets Main Street team is pleased to provide this project update to the DPW Commission. This item is being provided for information only tonight; we are not requesting an action at this time.

Downtown Burlington Parking Study:

In response to concerns that the project team received from the business community regarding the loss of up to 67 parking spaces along Main Street, the project team is administering a Downtown Burlington Parking Study concurrent with the redesign of Main Street. To accompany these efforts, the project team assembled a Parking Advisory Committee to oversee and advise the project team throughout the study. The Parking Advisory Committee includes members of City leadership and the Burlington business community. A full list of the Parking Advisory Committee members is included as Attachment B to this memo.

The first phase of the study, which was a data collection effort that surveyed the occupancy and turnover rates of all on-street parking spaces and off-street private and public lots within two blocks of the Main Street corridor, was completed in late 2022.

The project team recently completed the second phase of the study, an analysis of the data collected and identification of strategies to optimize parking utilization. The study concluded that there is enough supply to satisfy the parking demand from the loss of 67 spaces within a 5 minute walk of the Main Street corridor. In order to support this conclusion, the City will need to implement a number of strategies as it relates to parking on Main Street:

- Consider pricing and timing regulation adjustments in high-demand areas in order to encourage regular turnover. Currently, much of the parking on Main Street is $1.50/hour with no time limit. Raising the rates and implementing a 2-hour time limit along Main Street would discourage people from using Main Street as full-day parking, redirecting those people to nearby garages. The project team will return to the Commission at a later date to request approval of these changes.
- Invest in improved enforcement to encourage regular turnover.
- Improve signage and wayfinding strategies to better inform public parking availability.
- Enhance multi-modal links to parking facilities.
- Invest in Transportation Demand Management (TDM) practices.
- Work with private partners to make private parking facilities that offer public parking more affordable and accessible.
- Reconfigure existing lots to optimize parking capacity.
- Identify potential public parking supply in key locations.

General Project Updates:

- The project team has been meeting with Main Street business and property owners throughout the last several weeks to walk through the preliminary project plans and impacts specific to individual properties. We have been collecting input on design preferences, and information on businesses operations in order to ensure businesses are accommodated throughout construction and in the project's final condition.
- The project team is wrapping up the Public Art Selection process.
- The design consultant is in the process of developing final plans for the project which includes incorporating input from our business and property owner meetings. The project team plans to advertise for construction bids in July, and award the project to a contractor in August.
- Tentative start of construction Fall/Winter of 2023

Schedule for upcoming meetings/approvals

- April – review with DPW Commission temporary construction parking considerations
- May – advance regulation changes for the final design of Main Street towards approval

The project team will continue to provide project updates on the project website, www.greatstreetsbtv.com. Close engagement and coordination with advisory groups, businesses and stakeholders will continue through final plan development and into construction. The project team continues to accept questions and comments on the project, which may be submitted through the contact information listed on the website.

Please do not hesitate to contact us with any questions or comments (Laura Wheelock, Lwheelock@burlingtonvt.gov or Olivia Darisse, odarisse@burlingtonvt.gov). Thank you.

Attachments:

A. Draft Downtown Burlington Parking Study
B. Parking Advisory Committee Members

# *DRAFT* DOWNTOWN BURLINGTON PARKING STUDY

BURLINGTON, VT
February 2023

Great Streets BTV

vhb

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# 01 INTRODUCTION + PROJECT GOALS

## BACKGROUND

This parking study evaluates the supply of parking in Downtown Burlington. Specifically, the study evaluates the existing supply's ability to satisfy the demand of parking resulting from the loss of on-street parking on Main Street as part of Burlington's Great Streets project.

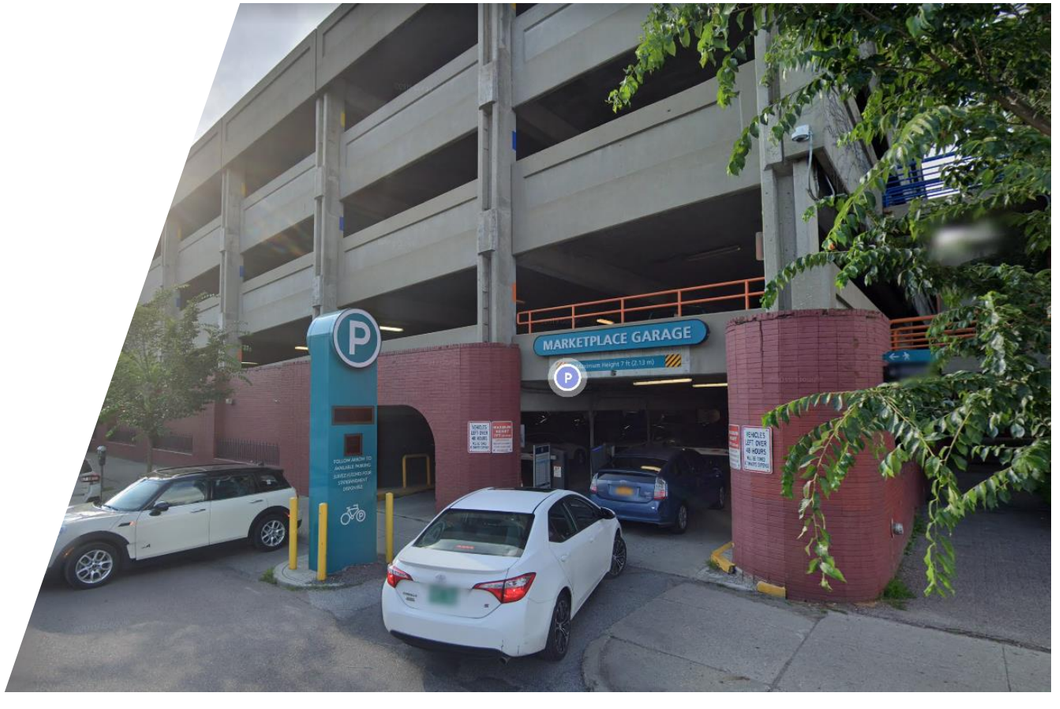
The parking study area is the area within two blocks of Main Street and is bounded by Cherry Street, Battery Street, Maple Street, and Union Street. In addition to the City's on-street inventory, VHB also inventoried the City lots and garages (even beyond this study area) as well as private lots and garages within the study area that allow public parking.

## PROJECT GOALS

- Understand the current supply of parking spaces both on- and off-street
- Identify areas with high utilization
- Better understand turnover as it relates to utilization and current regulations
- Understand the implications of the removal of on-street parking and identify areas that can absorb displaced parking
- Provide strategies to remove the perception there is not enough parking downtown

**Figure 1** . On-Street Parking Downtown Burlington

**Figure 2** . Marketplace Garage Downtown Burlington



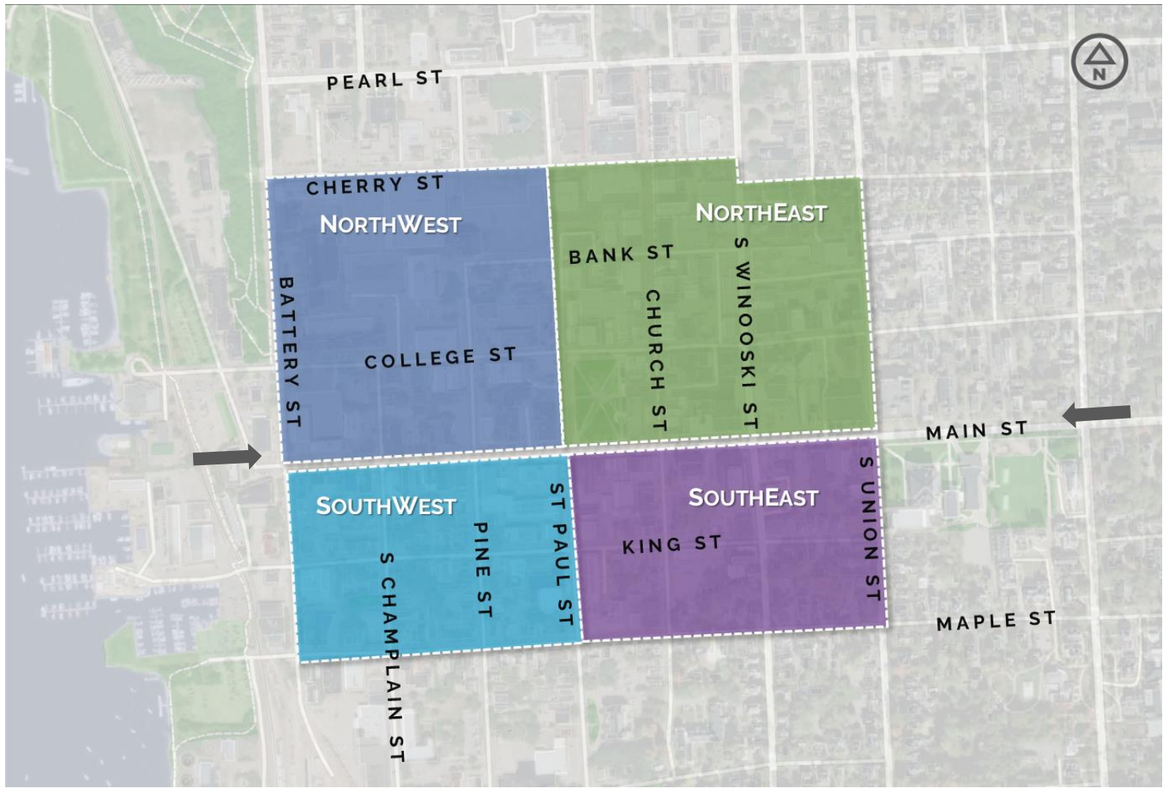
# 02 EXISTING CONDITIONS

## DOWNTOWN PARKING SUPPLY

The parking study area is the area within two blocks of Main Street and is bounded by Cherry Street, Battery Street, Maple Street, and Union Street. In addition to the City's on-street inventory, VHB also inventoried the City lots and garages (even beyond this study area) as well as private lots and garages within the study area that allow public parking. Within the Downtown study area, there is a total supply of 4,218 parking spaces. Of this inventory, 976 spaces (23%) are located on-street and 3,251 spaces (77%) are located off-street. (Figure 4)

For the purpose of this study, the study area was divided into four zones; northwest, northeast, southwest, and southeast, as depicted below (Figure 3). There are a total of 3,713 parking spaces available within the confines of these four zones. It should be noted that an additional 504 off-street paring spaces were inventoried outside of the four zones (Pease Lot, Perkins Pier Lot, Lake Street Extension Lot) all of which are outside of a comfortable walking distance to downtown. The northwest quadrant contains 50% of the parking supply while the northeast, southwest, and southeast contain approximately 31%, 9%, and 10% of the parking supply, respectively (Figure 5). On-street parking is well divided amongst the four zones as the northwest contains 25% of the on-street parking supply while the northeast, southwest, and southeast zones contain 29%, 24%, and 22% of the on-street parking supply, respectively (Figure 6).

**Figure 3**. Parking Study Area



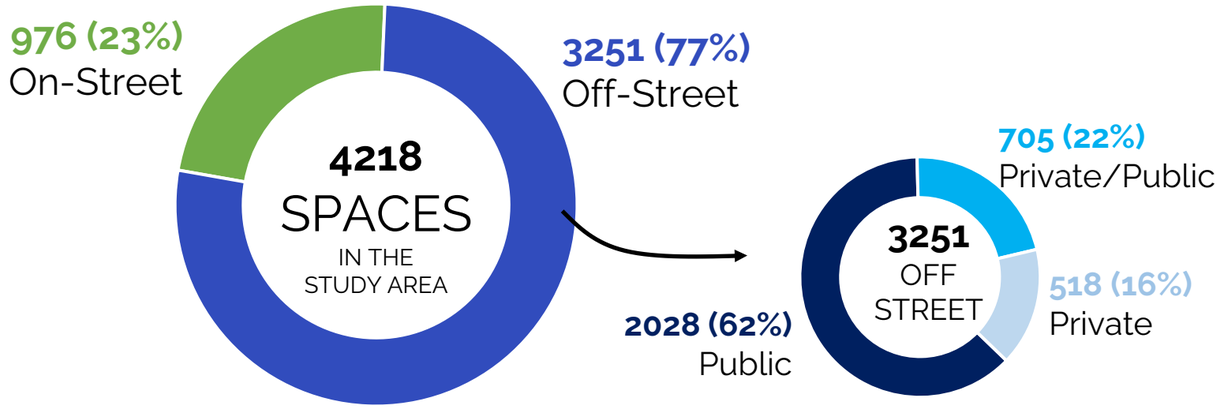




**Figure 4**. Parking Study Area Breakdown

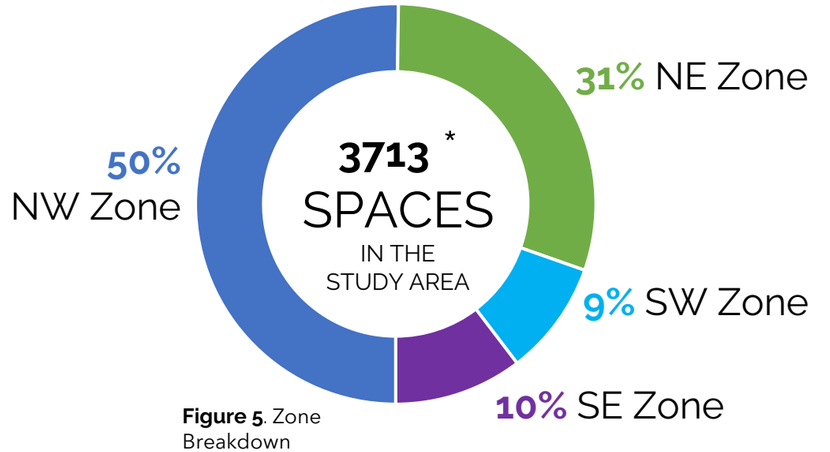



**Figure 5**. Zone Breakdown

*An additional 504 off-street parking spots were inventoried outside of the zones – Perkins Pier, Pease, Lake Street Extension, etc. outside a comfortable walking distance

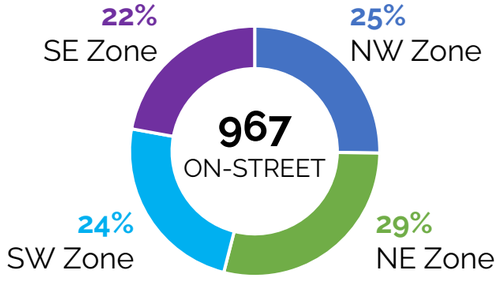



**Figure 6**. On-Street Breakdown by Zone

# PARKING REGULATIONS

For a visitor unfamiliar with the area, parking regulations in Burlington may appear generally prohibitive and difficult to navigate. Some parking facilities or spaces are dedicated to specific users and at specific times; however, unclear and in some cases excessive signage can lead to confusion about who is truly permitted to park in some locations and at what time.

To gather the most accurate understanding of Downtown's existing parking, the team recorded regulations within the study area as they would be viewed by a first-time "visitor" to Downtown Burlington..

## ON-STREET PARKING

The distribution of on-street public parking spaces in the study area is summarized in Figure 7 and depicted graphically in Figure 9. A majority of the on-street parking is regulated by time and/or metering. Unrestricted segments are generally clustered toward the periphery of the study area in the southeast zone along Maple Street, So. Winooski Street, So. Union Street, and King Street.

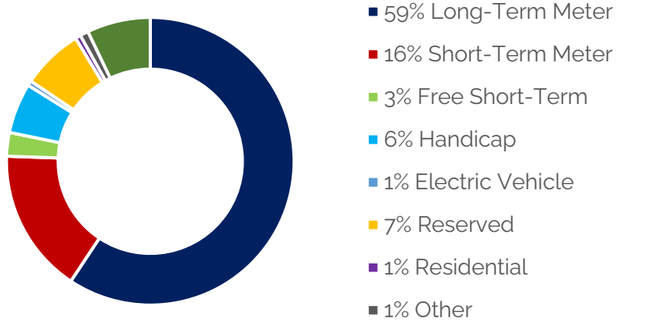



**Figure 7**. On-Street Regulation Breakdown

## OFF-STREET PARKING

Off-street parking is provided throughout the study area and is categorized as public, private/public, or private. A majority of the off-street parking facilities offer public parking within the study area. The distribution of off-street public parking spaces in the study area is summarized in Figure 8 and depicted graphically in Figure 9.

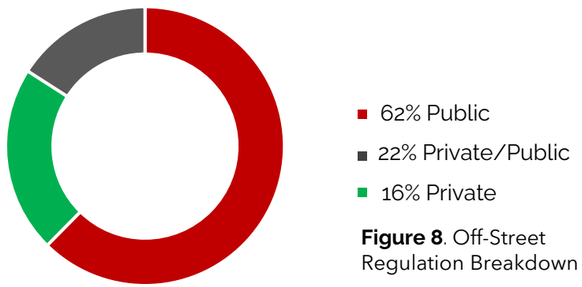
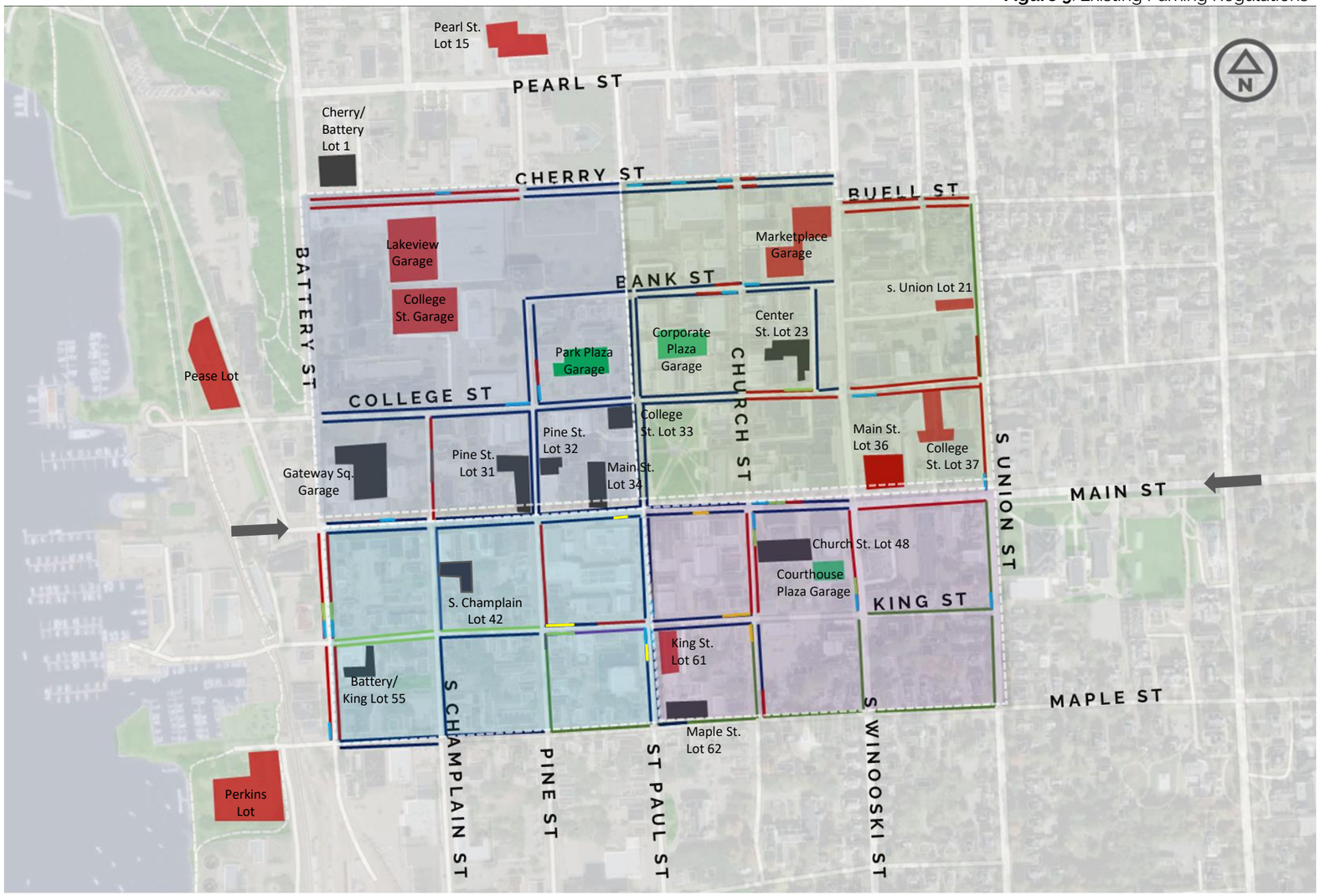



**Figure 8**. Off-Street Regulation Breakdown

**Figure 9**. Existing Parking Regulations



# 03 PARKING INVENTORY

## INVENTORY DATA COLLECTION METHODOLOGY

VHB inventoried all the publicly available parking in the area within two blocks of Main Street and bounded by Cherry Street, Battery Street, Maple Street, and Union Street. Additionally, lots that are owned by the City of Burlington that are open to the public were also inventoried.

The data was collected on two weekdays and two Saturdays during the month of July in 2022. The data collection occurred from 10 AM until 8 PM. Each segment was surveyed every two hours to calculate occupancy and turnover rates of each parking space on and off street.

The data was collected utilizing ArcGIS's app, Survey 123. The City of Burlington provided GIS data to use as a base for the study. Survey 123 provided features to collect the parking inventory, occupancy, and turnover rates. Prior to data collection days, the parking lots and garages downtown were assessed to determine if they are for private or public use. On the first day of data collection, each data collector was responsible for collecting the inventory for each of the segments on their walking route to confirm the number of spaces available on and off street. Figure 11 depicts the main screens that were utilized to collect data.

Each data collector was provided with a map depicting the recommended route to follow that covered the segments and parking lots/ garages they were responsible for collecting data from (Figure 10). In addition to the map, they were provided with a printed-out schedule that informs them when they have breaks from the data collectors that were acting as "floaters" and relieving people from their route throughout the day.

Beginning at 10 AM, 12 PM, 2 PM, 4 PM, and 6 PM each data collector would begin their assigned route and finished within the two-hour period. During the course of the study, some routes were adjusted to pick up segments, lots, and garages from near by routes to continue with data collection if demand was particularly high in certain areas. On the Saturday data collection days, the routes were shorter due to the anticipation of higher occupancy to ensure that there was enough time to complete the route in the two-hour time slot.

## POST PROCESSING METHODOLOGY

Data quality was checked during each survey day (spot checks) and again in post-processing. Accidental entries (duplicate plates or blank forms) were discarded. Periods with zero occupancy were scrutinized to verify that they were in fact surveyed. Other checks involved reviewing field notes, checking for duplicates, and cross-referencing routes against data logged.

Two measures were calculated from the study data. Occupancy rate was calculated at the facility (lot or block) level for every two-hour period. This is the number of cars observed divided by the number of spaces. Turnover rate was also measured and was defined as the percentage of vehicles present in one period that left before the next pass (two hours later). License plate lists were compared from one period to the next to calculate this metric. Data from July 14th and July 20th was averaged to create a single weekday result, and a weekend result was calculated by averaging July 16th and July 30th. Block-level occupancy and turnover were also aggregated by zone and facility type (garage, surface lot, or on-street).

## CHANGES FROM PRIOR STUDY

Desman Design Management developed the "Downtown Parking and Transportation Management Plan" in December 2015. Comparatively, the 2015 study encompasses a larger study area than the 2022 study which focused primarily on the "core" downtown area. Therefore, there are many segments and garages within the 2015 study that were not inventoried. The 2015 study also inventoried private garages while the 2022 study only inventoried publicly available facilities. A high-level comparison of results for the 2015 study verses the 2022 study is provided in Section 5 (Trends).

**Figure 10**. App Walking Route Example

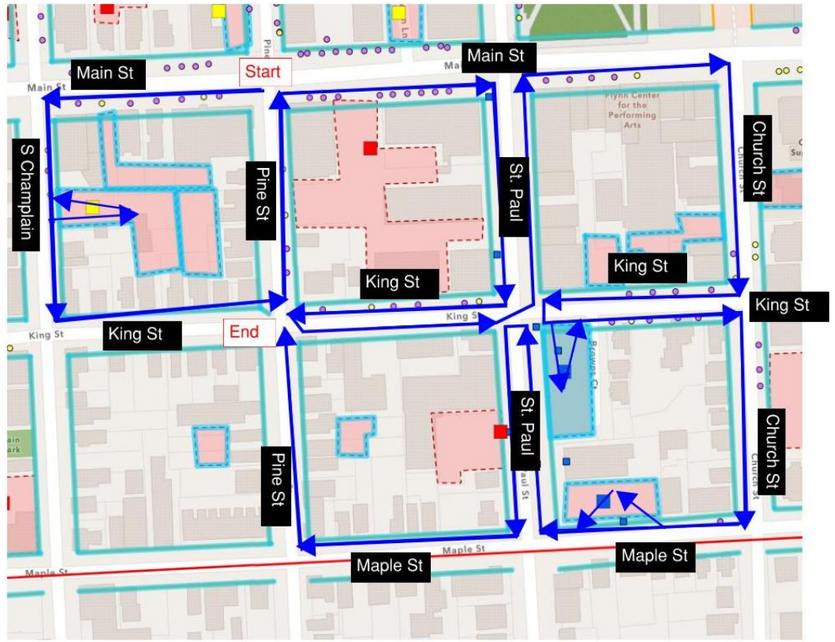
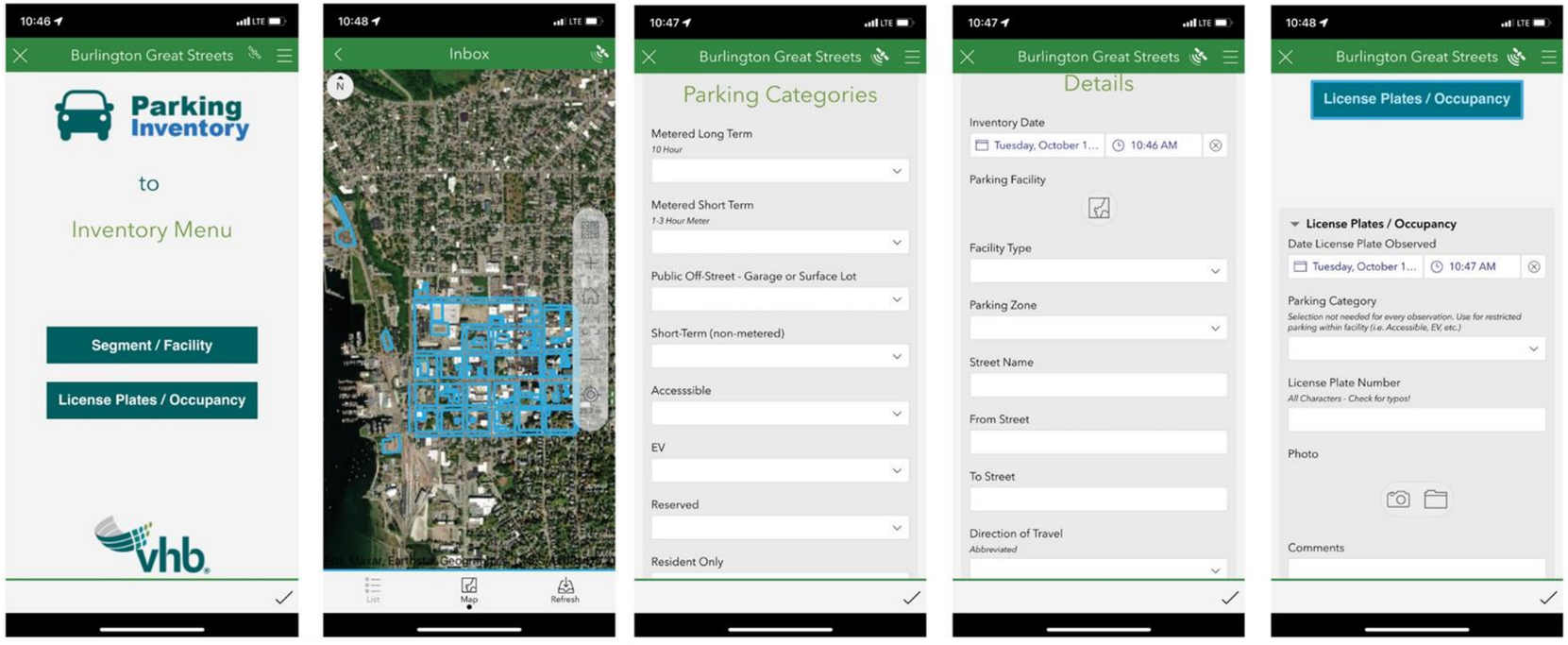



**Figure 11**. ESRI Survey123 Application



# STUDY AREA UTILIZATION FINDINGS

Vehicles parked during a given time period divided by the total number of spaces is occupancy or utilization. On-street parking occupancies of 85-90% are generally considered the highest acceptable target.

- Parking utilization across the entire study area averages 67% during the weekday and 67% during the weekend. As depicted in Figure 12, parking utilization for the entire study area as a whole peaks from noon – 2PM during the week (72%) and from 6 PM -8 PM on the weekend (73%). At peak, there are hundreds of vacant parking spaces of the total 4,218 supply – a vast majority of which are off-street.
- **On-street parking** utilization for the entire study area peaks at 78% on weekdays 6-8 PM. On-street parking utilization for the entire study area peaks at 82% on weekends, from 2 PM – 4 PM and again from 6 PM – 8 PM. (Figure 13). On-street parking averages 72% on the weekday and 77% on the weekend.
- **Off-street parking** utilization for the entire study area peaks at 51% on weekdays from 12 PM – 2PM and 45% on weekends from 6-8 PM. (Figure 13). Off-street parking averages 29% on the weekday and 36% on the weekend.
- The discrepancy of utilization between on-street and off-street facilities may lead to the perception that there is not enough parking downtown as on-street spaces are more visible.
- As one may expect, parking utilization is generally highest surrounding the Church Street retail corridor from Cherry Street to Main Street (Figures 14-15).

**Figure 12.** Study Area Utilization – Weekday vs. Weekend

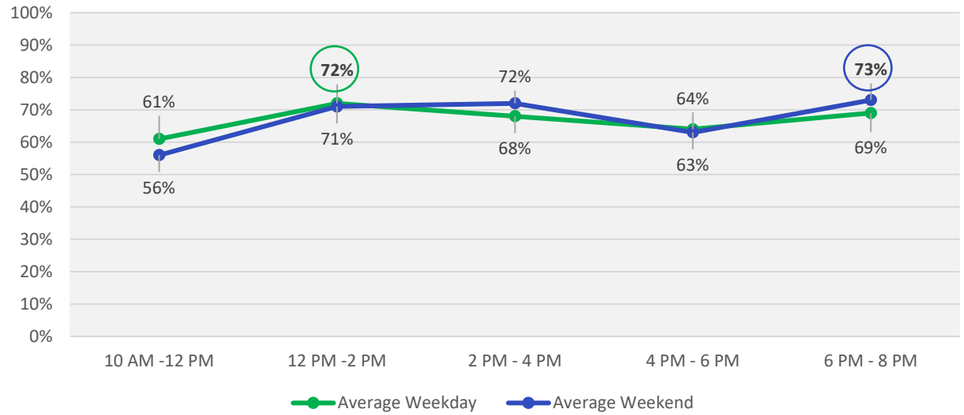



**Figure 13.** Study Area Utilization – On-Street vs. Off-Street

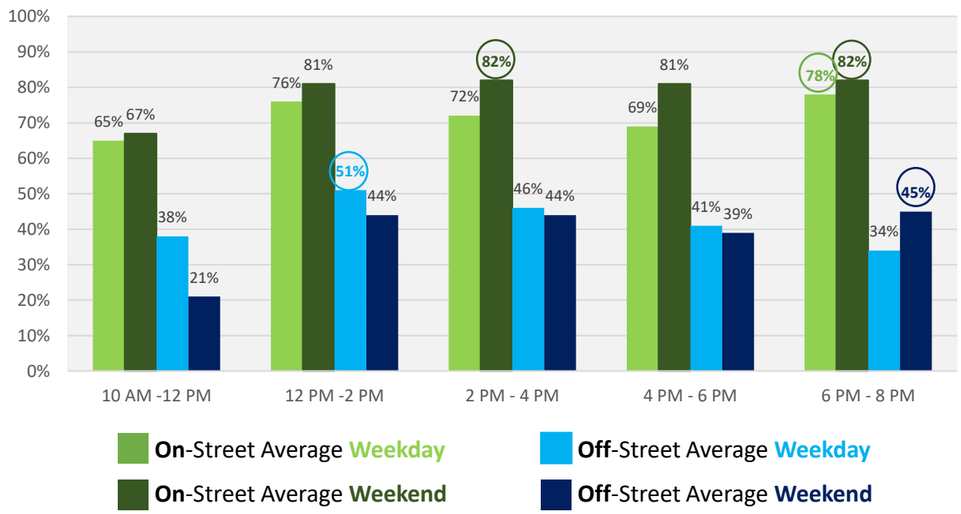



**Figure 14.** Study Area Weekday Peak Utilization – 12 – 2 PM

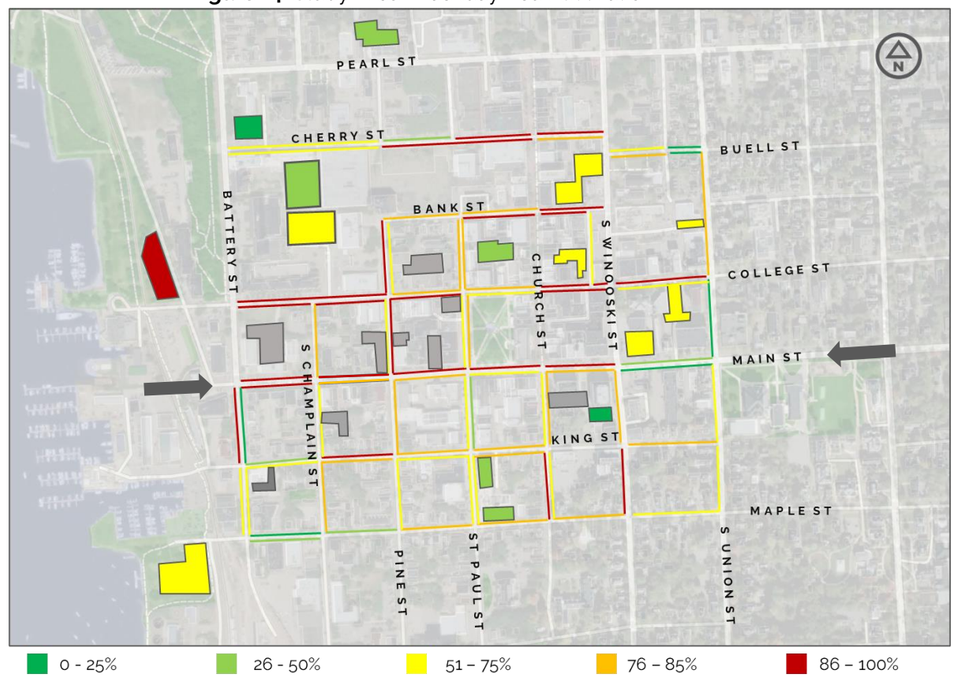
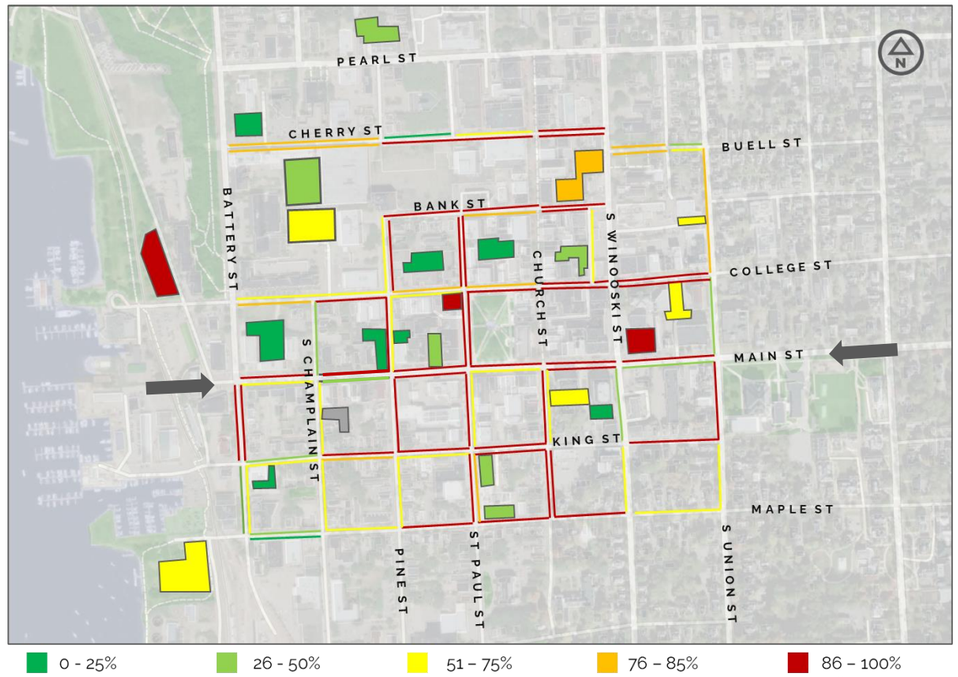



**Figure 15.** Study Area Weekend Peak Utilization 6-8 PM



# STUDY AREA TURNOVER FINDINGS

In addition to parking utilization, average parking turnover is another key measure of parking space availability. Longer parking durations indicate lower space turnover and greater difficulty for visitors/patrons to find a space upon arrival. If supplies are kept constant, segments with shorter parking durations can satisfy higher parking demand than areas with longer parking durations.

- The study area sees an average turnover rate of 64% on weekdays and 62% on weekends. The lowest turnover occurs at from 10 AM -12 PM during both the weekday and weekend. Highest turnover occurs from 4 PM – 6 PM on weekdays and 2 PM – 4PM on the weekend. (Figure 16).
- On-street parking generally experiences higher turnover than off-street parking facilities due to metering. Turnover rates increase for both on-street and off-street facilities as the day goes on during the week whereas turnover rates generally decrease throughout the day during the weekend as more people are dining for dinner. (Figure 17)
- Main Street experiences relatively high turnover during the weekdays and slightly less during the weekends. (Figures 18-19).
- The lowest turnover (longest parking durations) typically occur on unrestricted blocks which include segments along King Street, Maple Street, Church Street, S. Winooski Street, and S. Union Street. Many of these segments also experience the some of the study area's higher utilization rates throughout the day, an undesirable trend that indicates the parking supplies in these higher demand areas are less likely to be available to arriving visitors/patrons. (Figures 18-19).
- The highest turnover (shortest parking durations) typically occur along short-term metered parking segments, indicating there is a mixture of general compliance and proper enforcement in these areas - with the exception of College Street from Church Street to So. Union where turnover rates are below 50% on the weekends. (Figures 18-19)

**Figure 16.** Study Area Average Turnover – Weekday vs. Weekend

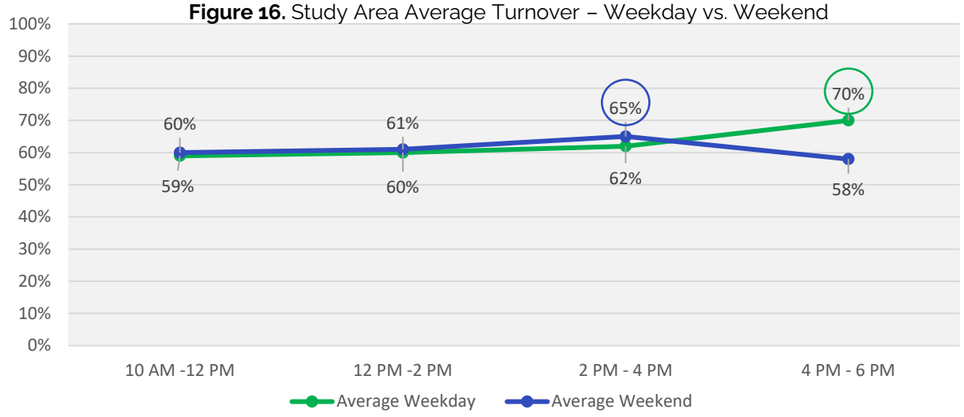



**Figure 17.** Study Area Average Turnover – On-Street vs. Off-Street

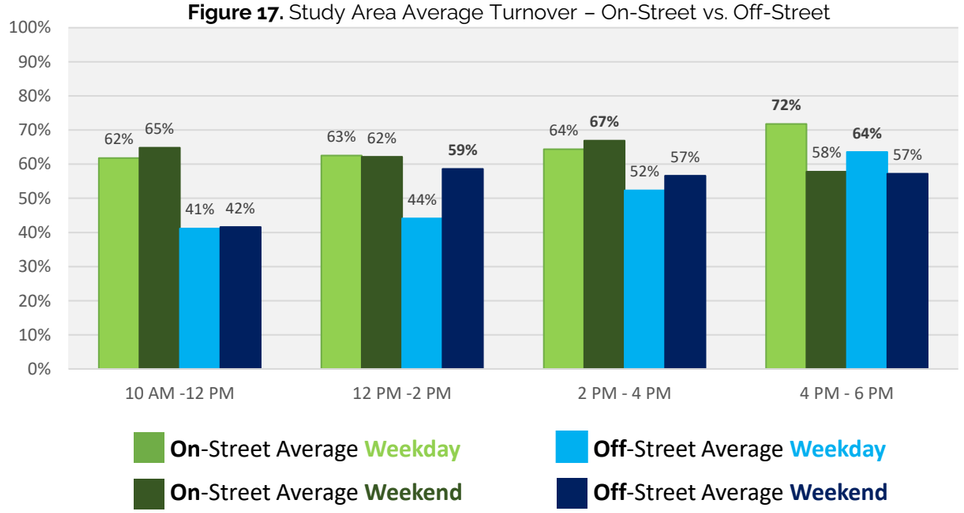



**Figure 18.** Study Area Average Weekday Turnover

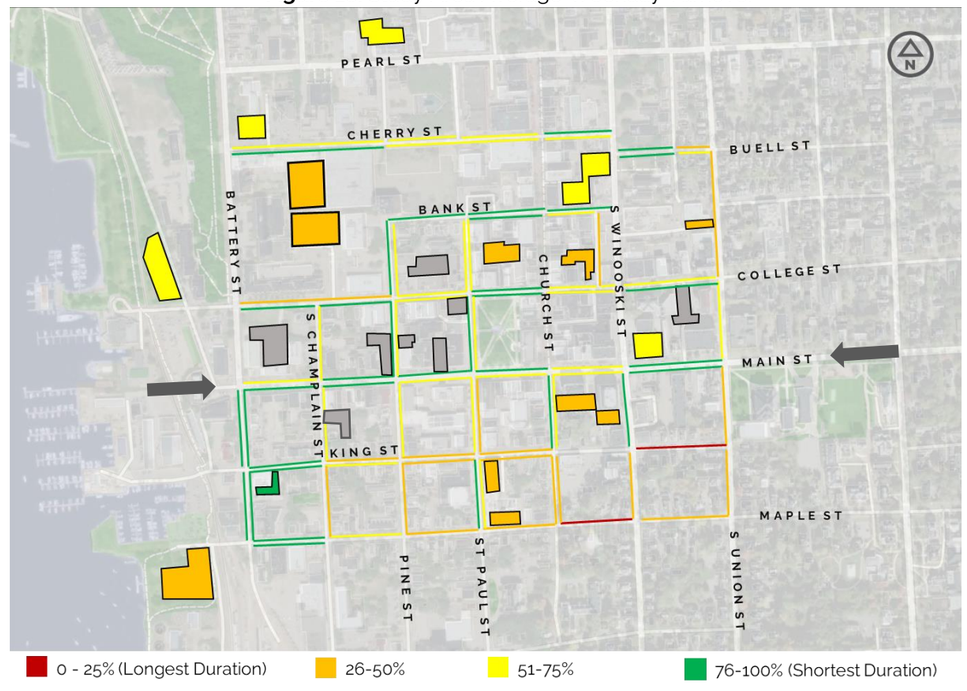
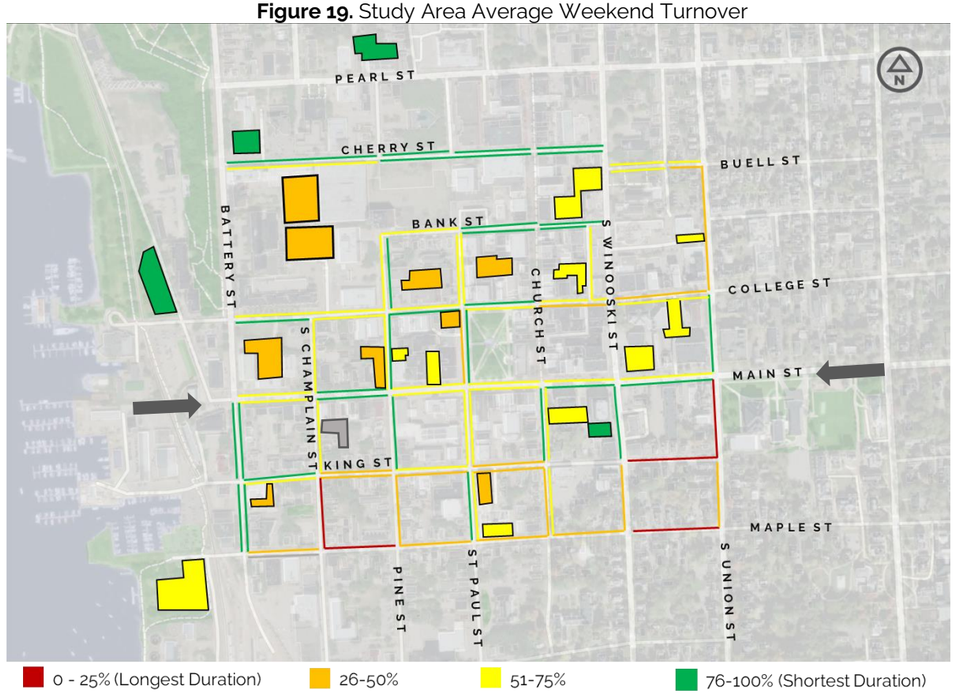



**Figure 19.** Study Area Average Weekend Turnover



# WHERE IS THERE A PARKING PROBLEM?

There are several situations, depending on the time, day, and location in which parking is difficult to find. Off-street parking can be challenging at the following locations and time frames:

- Pease Lot – Weekdays specifically from noon – 2 PM and 6 PM-8 PM
- Marketplace Garage - Weekends-specifically from noon – 4 pm
- Main Street Lot 36 - Weekends specifically from 2 PM – 8 pm
- College Street lot – Weekends specifically from 4 PM – 6 PM
- Main Street Lot 34 – Weekends specifically from noon -4 PM
- Church Street Lot – Weekends specifically from noon – 2 PM

These off-street facilities and their respective average turnover rates are depicted in Figure 20.

Figures 21-22 depict on-street segments that have an average utilization over 85% throughout the day and their respective turnover rates for the weekday and weekend, respectively. Comparatively, parking duration is typically longer on the weekends than on weekdays throughout the study area. Segments with shorter parking durations can satisfy higher parking demand – defined as the number of unique parking transactions – than areas with longer parking durations. These are depicted by segments with turnover ranging 76-100%, meaning there is frequent turnover, and these segments are better equipped to handle the demand. These segments are evident along Bank Street and Cherry Street, particularly in the weekend period. Longer parking durations, however, indicate lower space turnover and greater difficulty for visitors/patrons to find a space upon arrival to Burlington. Those longer parking durations in highly utilized segments are evident for on-street parking segments surrounding the Church Street retail corridor, especially during the weekend peak (depicted in Figure 22). Parking utilization is particularly high along the Church Street retail corridor, and subsequent turnover rates hover around the 26-50% range indicating longer stays which does not adequately satisfy the high demand in this area and may cause drivers to circulate for a spot. This is also evident in the southeast zone where free and unrestricted parking is present.

**Figure 20.** Turnover Rates at Highly Utilized Off-Street Facilities

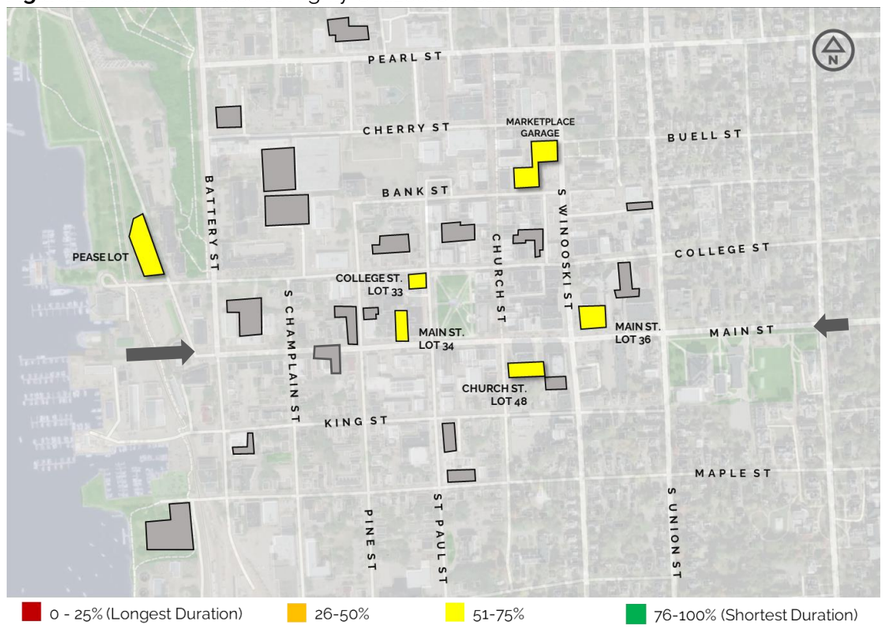



**Figure 21.** Turnover Rates at Highly Utilized (>85%) Segments - Weekday

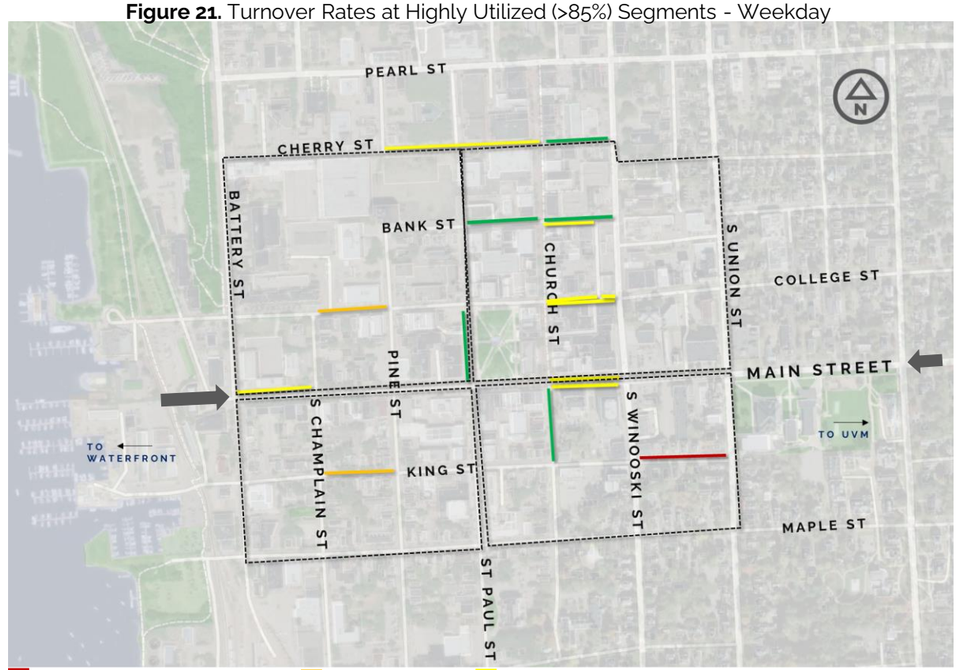
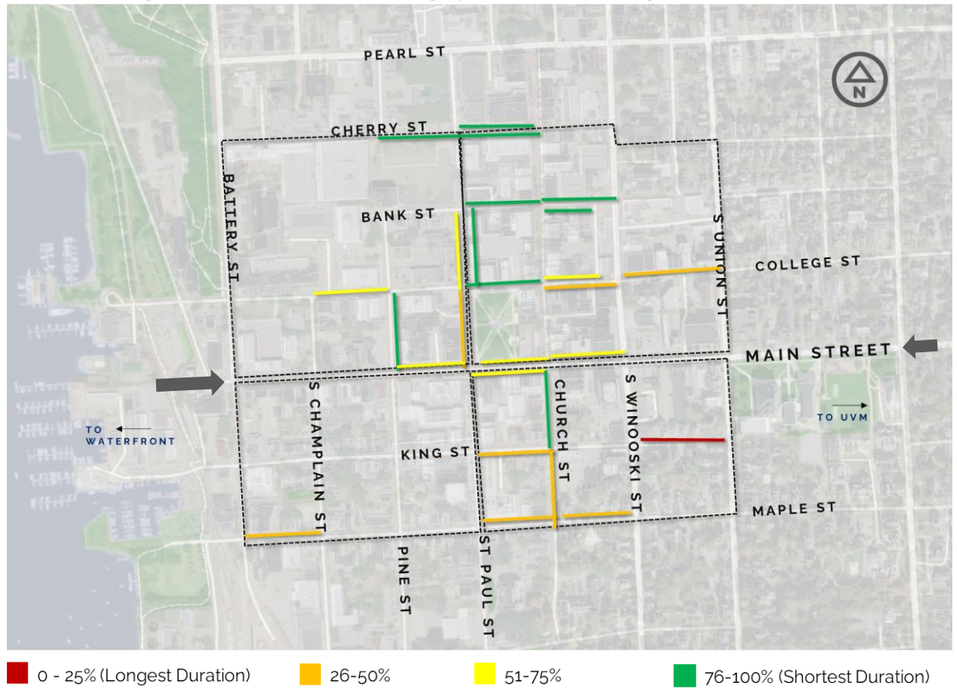



**Figure 22.** Turnover Rates at Highly Utilized (>85%) Segments - Weekend



# ON-STREET PARKING REGULATION BREAKDOWN

Parking utilization and turnover allow planners to understand how on parking is being used, if regulations are being followed, and if additional regulations and/or enforcement may be needed to increase vehicle turnover. Table 1 depicts the utilization and turnover rates for on-street parking across the different regulations.

As shown in Table 1, free short-term segments experience the highest utilization followed by free and unrestricted segments. Free short-term segments experience average turnover rates of approximately 68% indicating additional enforcement is likely needed to increase vehicle turnover in these areas. Free and unrestricted segments experience the lowest turnover rates which is to be expected. To increase vehicle turnover, the City may want to consider changing the regulation to include a time limit.

Regarding metered parking, short term metered parking experiences higher utilization than long term metered parking but both reported similar turnover rates. This indicates that additional enforcement is likely needed along short term metered spaces to increase vehicle turnover and better satisfy the demand in these areas.

**Table 1** Regulation vs. Utilization/Turnover

| Regulation | Utilization | | Turnover | |
|---|---|---|---|---|
| | Average Weekday | Average Weekend | Average Weekday | Average Weekend |
| Free and Unrestricted | 77% | 79% | 34% | 46% |
| Free Short Term | 84% | 86% | 68% | 68% |
| Long Term Metered | 70% | 69% | 71% | 66% |
| Short Term Metered | 75% | 76% | 71% | 68% |

# NORTHWEST ZONE BREAKDOWN

**PARKING SUPPLY**

- Within the Northwest Zone, there is a total of 1,865 parking spaces. Of this inventory, 244 spaces (13%) are located on-street and 1,621 spaces (87%) are located off-street. (Figure 23). It should be noted that many off-street facilities within the NW zone are not available for public use during the 10 AM – 6PM time frames. Therefore, these select facilities were inventoried from 6-8 pm only as this is when public use is allowed during the week. All off-street facilities were inventoried throughout the 10 AM – 8 PM timeframe during the weekend as public use is allowed.

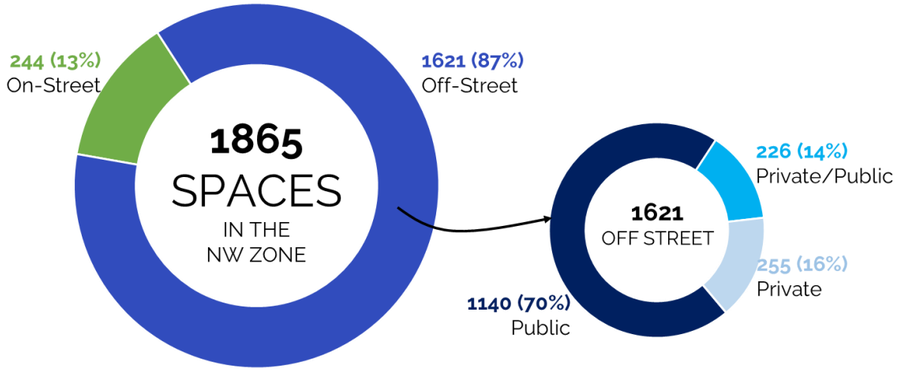



**Figure 23.** Northwest Parking Supply Breakdown

**UTILIZATION**

- Parking utilization across the entire Northwest Zone averages 72% during the weekday and 66% during the weekend. Parking utilization within the zone peaks from noon – 2PM during the week (83%) and from noon – 4 PM on the weekend (74%).
- **On-street parking** utilization for the Northwest Zone peaks at 90% on weekdays from noon – 2 PM and 92% on weekends from 2 – 4 PM. On-street parking is effectively fully occupied during these time slots, as people will circulate looking for spaces as they become available. On-street parking utilization averages 80% on the weekday and 82% on the weekend.
- **Off-street parking** utilization for the Northwest Zone peaks at 44% on weekdays from 2 PM – 4 PM and 37% on weekends from noon – 2 PM. Off-street parking utilization averages 37% on the weekday and 31% on the weekend.
- The discrepancy of utilization between on-street and off-street facilities may lead to the perception that there is not enough parking in the Northwest Zone as on-street spaces are more visible. However, overall, supply exceeds demand in the Northwest zone due to currently underutilized off-street facilities such as the College Street Garage and Lakeview Garage.

**TURNOVER**

- The Northwest Zone experiences an average turnover rate of 68% on weekdays and 63% on weekends.
- **On-street parking** turnover for the Northwest Zone averages 72% on weekdays and 71% on weekends indicating that approximately 70% of vehicles parked in the NW are parked for less than 2 hours..
- **Off-street parking** turnover for the Northwest Zone averages 42% on weekdays and 46% on weekends.
- Turnover on on-street facilities is likely much higher than that of off-street facilities due to time restricted parking regulations on many of these segments.
- When looking at turnover compared to time restrictions, parking segments with short-term time restrictions (83%) averaged much higher turnover rates than those of long-term time restrictions (69%), especially on the weekend.
- Turnover is lowest from noon – 2 PM on both weekdays and weekends.

**Figure 24.** Northwest Zone- On-Street vs. Off-Street Utilization

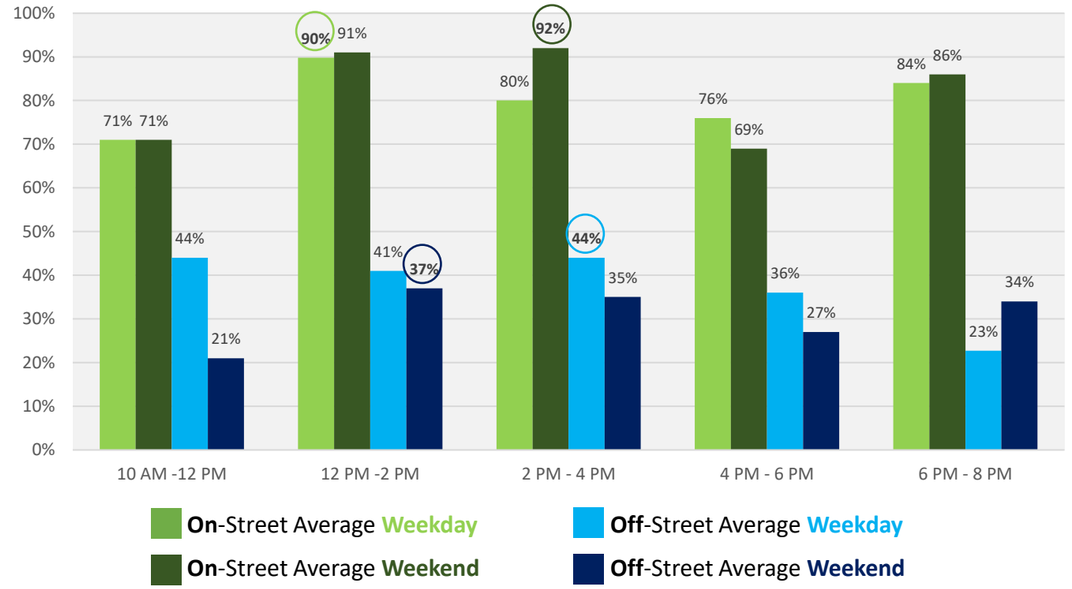
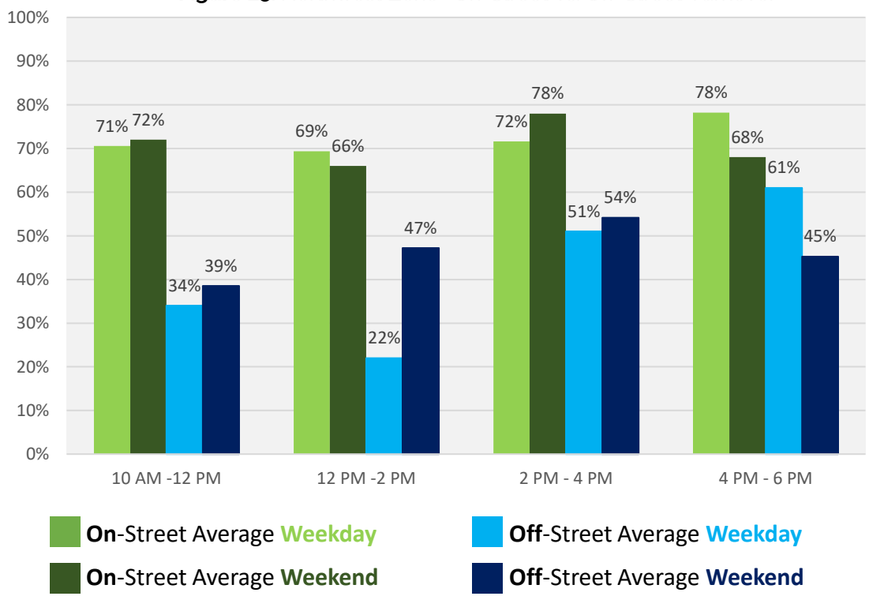



**Figure 25.** Northwest Zone- On-Street vs. Off-Street Turnover



# NORTHEAST ZONE BREAKDOWN

**PARKING SUPPLY**

- Within the Northeast Zone, there is a total of 1,120 parking spaces. Of this inventory, 278 spaces (25%) are located on-street and 842 spaces (75%) are located off-street. (Figure 26)

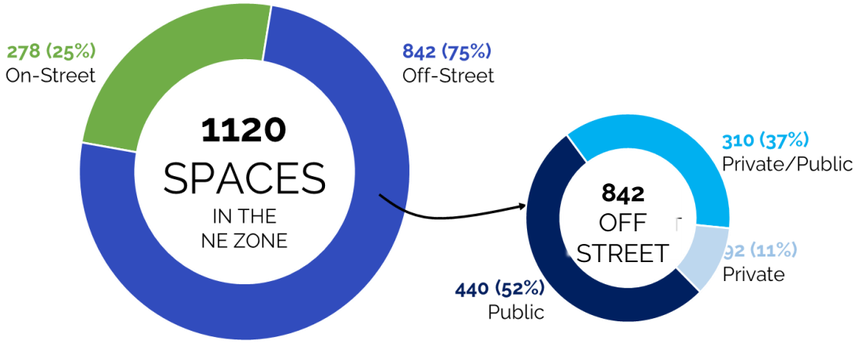



**Figure 26.** Northeast Parking Supply Breakdown

**UTILIZATION**

- Parking utilization across the entire Northeast Zone averages 70% during the weekday and 77% during the weekend. Parking within the zone peaks from 6-8 PM during the week (78%) and on the weekend (86%). Utilization is highest in the Northeast zone. This can be expected as it surrounds the core Church Street retail corridor.
- **On-street parking** utilization for the Northeast Zone peaks at 85% on weekdays from 6-8PM and 92% on weekends from 6-8 PM. On-street parking demand exceeds supply during these time slots. On-street parking utilization averages 75% on the weekday and 82% on the weekend.
- **Off-street parking** utilization for the Northeast Zone peaks at 62% on weekdays from 12 – 2 PM and at 62% on weekends from 6-8 PM. Off-street parking utilization averages 51% on the weekday and 55% on the weekend.
- The discrepancy of utilization between on-street and off-street facilities may lead to the perception that there is not enough parking in the Northwest Zone as on-street spaces are more visible. However, overall, supply exceeds demand in the Northeast zone due to currently underutilized off-street facilities especially the Corporate Plaza Garage. Improved wayfinding and arrival signage strategies are recommended to highlight the availability of off-street facilities.

**TURNOVER**

- The Northwest Zone experiences an average turnover rate of 68% on weekdays and 63% on weekends.
- **On-street parking** turnover for the Northwest Zone averages 70% on weekdays and 68% on weekends indicating that approximately 70% of vehicles parked in the NE are parked for less than 2 hours..
- **Off-street parking** turnover for the Northwest Zone averages 54% on weekdays and 55% on weekends.
- Turnover on on-street facilities is likely much higher than that of off-street facilities due to time restricted parking regulations on many of these segments.
- When looking at turnover compared to time restrictions, parking segments with short-term time restrictions had lower turnover than those with long-term restrictions in the Northeast Zone, indicating that vehicles are extending the allotted time. This may be attributed to the more residential nature of Buell Street and residents parking their vehicles along these segments.
- Turnover rates generally increase as the day progresses indicating that parking stays are longer from 10 AM – 2 PM.

**Figure 27.** Northeast Zone- On-Street vs. Off-Street Utilization

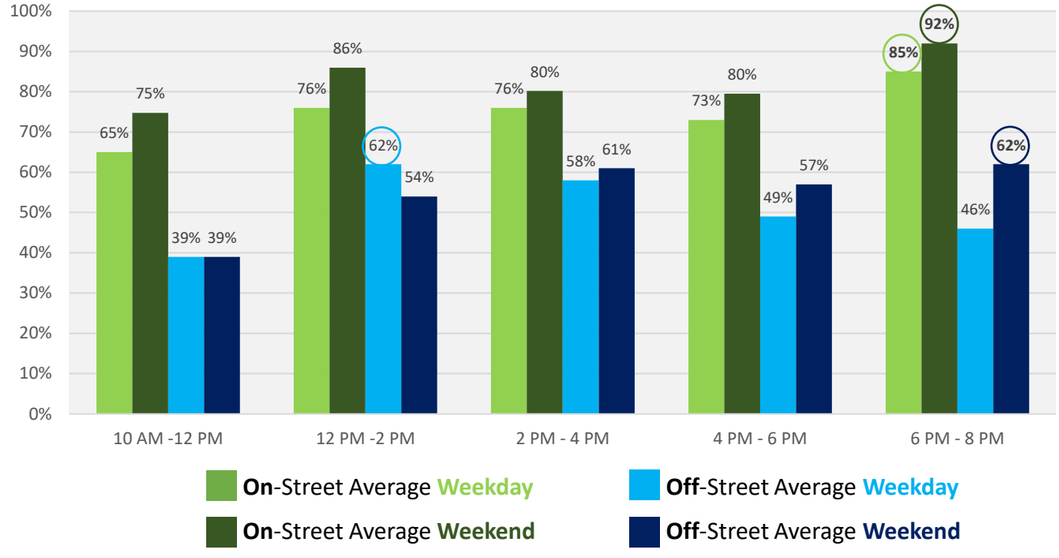
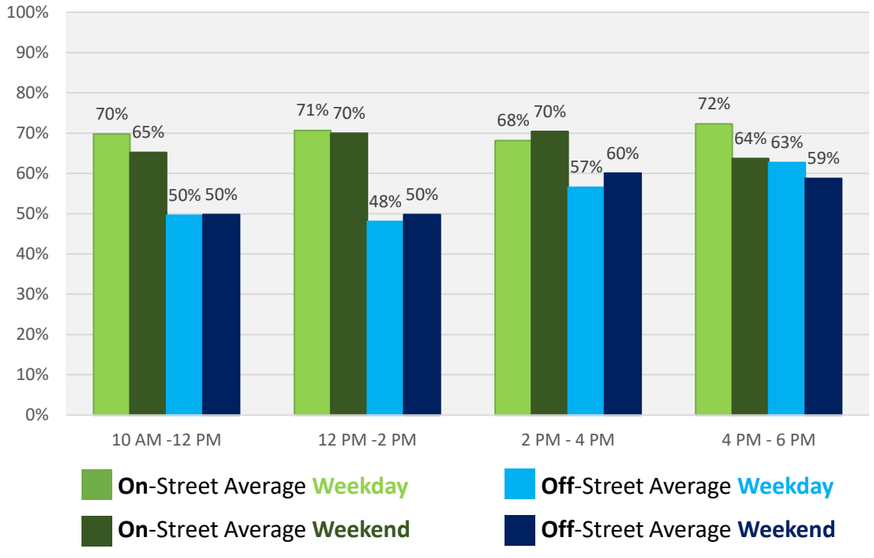



**Figure 28.** Northeast Zone- On-Street vs. Off-Street Turnover



# SOUTHWEST ZONE BREAKDOWN

**PARKING SUPPLY**

- Within the Southwest Zone, there is a total of 344 parking spaces. Of this inventory, 231spaces (67%) are located on-street and 113 spaces (33%) are located off-street. (Figure 29). All off-street parking in the Southwest zone is private. It should be noted that all off-street facilities within the SW zone are not available for public use during the 10 AM – 6PM time frames. Therefore, these select facilities were inventoried from 6-8 pm only as this is when public use is allowed during the week. All off-street facilities were inventoried throughout the 10 AM – 8 PM timeframe during the weekend as public use is allowed.

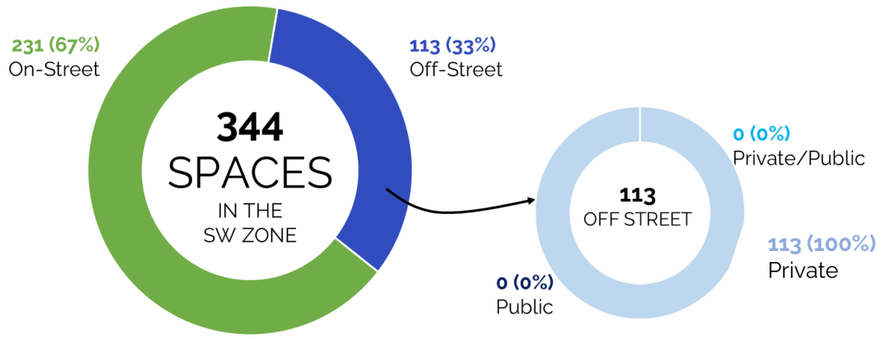



**Figure 29.** Southwest Parking Supply Breakdown

**UTILIZATION**

- Parking utilization across the entire Southwest Zone averages 58% during the weekday and 60% during the weekend. Utilization is lowest in the Southwest zone. This can be expected as it is the furthest from the Church Street retail corridor. Parking within the zone peaks from 12 - 2 PM during the week (65%) and from 2 -4 PM on the weekend (71%).
- **On-street parking** utilization for the Southwest Zone peaks at 70% on weekdays from 12 - 2PM and 77% on weekends from 2-4 PM. On-street parking utilization averages 63% on the weekday and 65% on the weekend.
- **Off-street parking** utilization for the Southwest Zone peaks at 7% on weekdays from 6 – 8 PM and at 11% on weekends from 12-2 PM. Off-street parking utilization averages 2% on the weekday and 7% on the weekend.
- The extremely low utilization associated with off-street parking facilities during the weekend indicates a need for improved wayfinding and information guidance. These numbers suggest that the public is not aware they can park in these facilities during the weekend.

**TURNOVER**

- The Southwest Zone experiences an average turnover rate of 69% on weekdays and 60% on weekends.
- **On-street parking** turnover for the Southwest Zone averages 68% on weekdays and 60% on weekends indicating that approximately 65% of vehicles parked in the SW are parked for less than 2 hours..
- **Off-street parking** turnover for the Southwest Zone averages 64% on weekends.
- When looking at turnover compared to time restrictions, short term metered segments experienced the highest turnover (approximately 80%) indicating general compliance of metered time allotment in this zone. Free and unrestricted segments experienced the lowest turnover (approximately 30% on weekdays and 45% on weekends) as to be expected. Free but short-term restricted segments experienced average turnover rates of approximately 60% indicating people are taking advantage of the free nature but not complying to the time limit.

**Figure 30.** Southwest Zone- On-Street vs. Off-Street Utilization

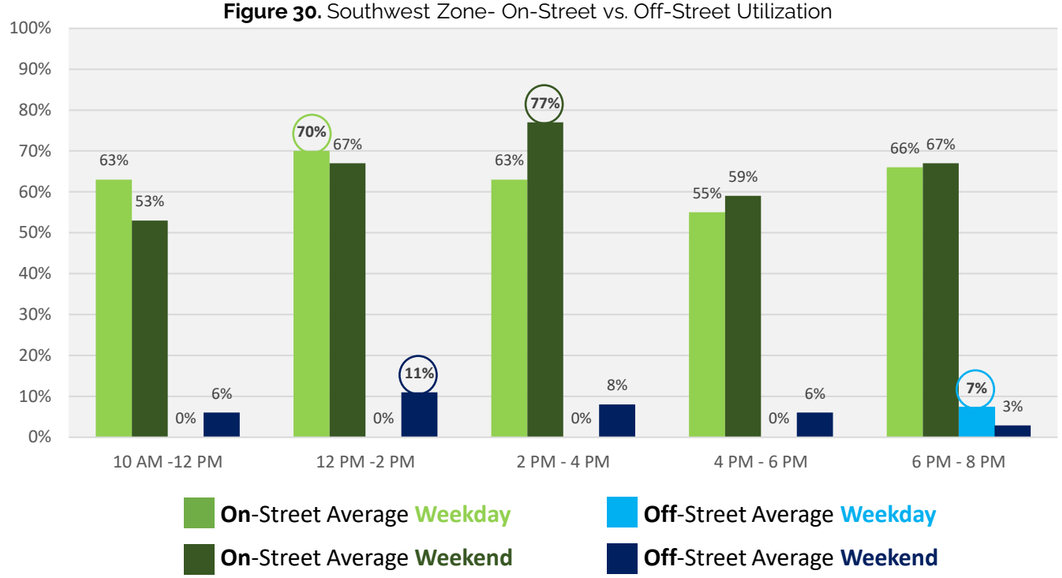
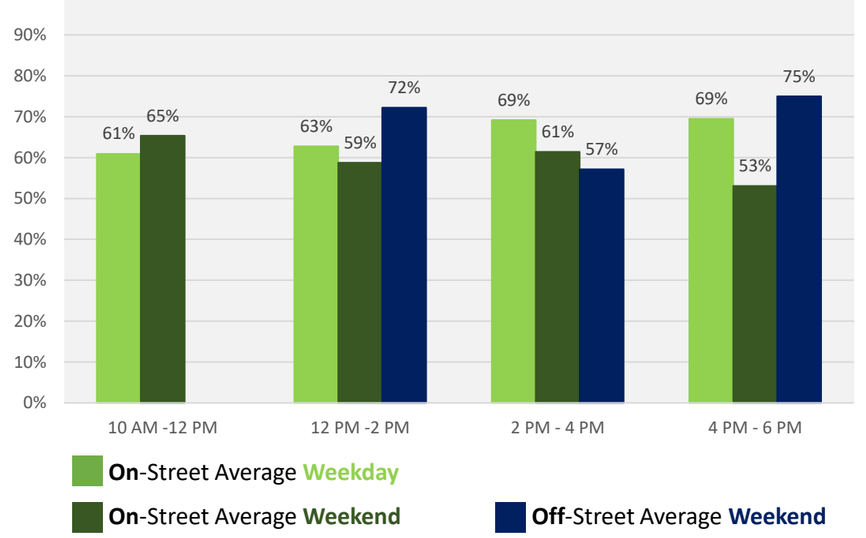



**Figure 31.** Southwest Zone- On-Street vs. Off-Street Turnover



# SOUTHEAST ZONE BREAKDOWN

**PARKING SUPPLY**

- Within the Southeast Zone, there is a total of 385 parking spaces. Of this inventory, 214 spaces (56%) are located on-street and 171 spaces (44%) are located off-street. (Figure 32)

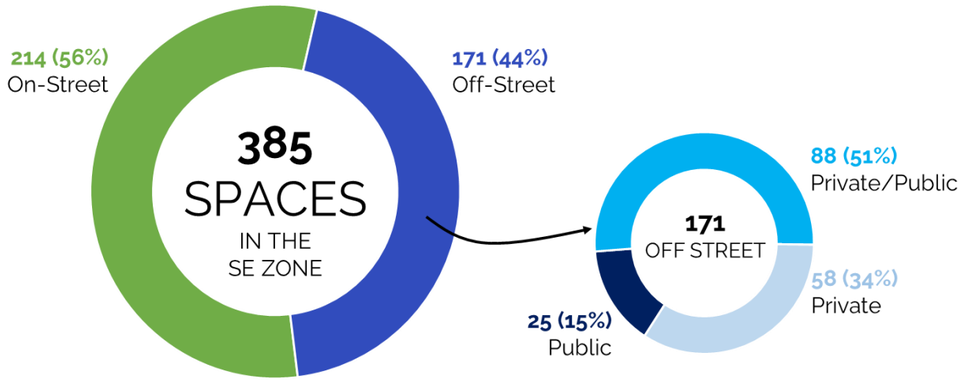



**Figure 32.** Southeast Parking Supply Breakdown

**UTILIZATION**

- Parking utilization across the entire Southeast Zone averages 62% during the weekday and 67% during the weekend. Parking within the zone peaks from 4 PM – 8 PM during the week (66%) and from noon – 2 PM on the weekend (73%). Generally speaking, supply exceeds demand in the southeast zone.
- **On-street parking** utilization for the Southeast Zone peaks at 73% on weekdays from 4 PM– 8 PM and 79% on weekends from 6 PM – 8 PM. On-street parking utilization averages 69% on the weekday and 73% on the weekend.
- **Off-street parking** utilization for the Southeast Zone peaks at 33% on weekdays from 6 PM – 8 PM and 47% on weekends from noon – 2 PM. Off-street parking utilization averages 26% on the weekday and 38% on the weekend.
- The discrepancy of utilization between on-street and off-street facilities may lead to the perception that there is not enough parking downtown as on-street spaces are more visible. Improved wayfinding and arrival signage strategies are recommended to highlight the availability of off-street facilities.

**TURNOVER**

- The Southeast Zone experiences an average turnover rate of 49% on weekdays and 56% on weekends – the lowest in the study area. Turnover is typically low in this zone due to the number of free and unrestricted segments.
- **On-street parking** turnover for the Southeast Zone averages 51% on weekdays and 56% on weekends indicating that approximately 50% of vehicles parked in the SE are parked for more than 2 hours.
- **Off-street parking** turnover for the Southeast Zone averages 39% on weekdays and 55% on weekends.
- Generally, from 10 AM – 4 PM, turnover is higher on the weekends rather than on the weekdays but from 4 PM – 6 PM, that trend inverts. During the weekday, employees may utilize the free and unrestricted parking for the length of their workday while on the weekends, patrons of the nearby restaurants and nightlife may utilize these spots for an extended period.

**Figure 33.** Southeast Zone- On-Street vs. Off-Street Utilization

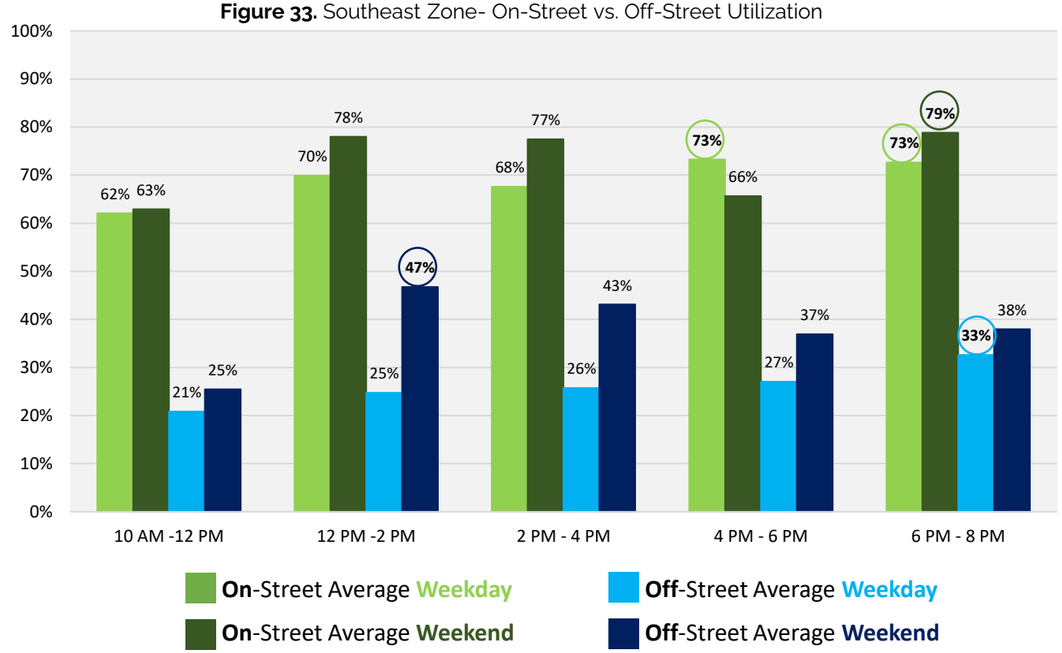
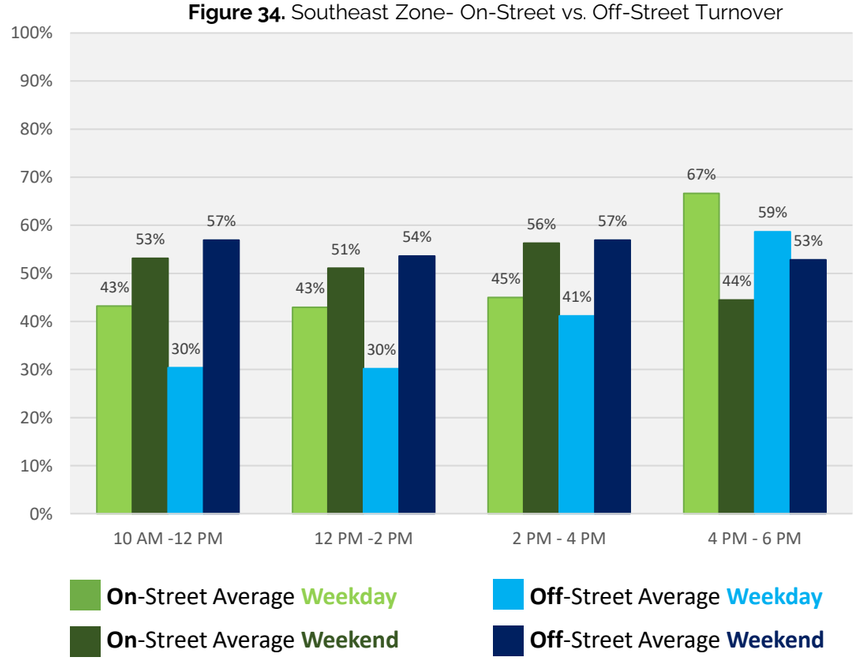



**Figure 34.** Southeast Zone- On-Street vs. Off-Street Turnover



# 04 MAIN STREET

As part of the Burlington Great Streets Project, Main Street will be transformed to optimize the allocation of roadway widths for all users. This is intended to be done by converting diagonal parking to parallel parking. This change allows for the introduction of wider sidewalks, appropriately sized tree belts to support tree health and stormwater management, and a protected bicycle lane. The Great Streets project will result in a streetscape appeal with activation spaces meant to enhance community. However, it also results in an overall reduction of 67 on-street parking spaces along the Main Street corridor within the study area.

Therefore, a critical component of this parking study is to understand the implications of the removal of on-street parking along Main Street and identify areas that can absorb the displaced parking

## MAIN STREET UTILIZATION

- Parking utilization along Main Street averages 69% on weekdays and 81% on weekends.
- Utilization peaks at 81% from 12 PM -2 PM on weekdays as depicted in Figure 36. At peak there are 20 available spaces.
- On weekends, utilization peaks at 88% from 2 PM – 4 PM as depicted in Figure 37. At peak there are 15 available spaces.

**Figure 35.** Main Street On-Street Utilization

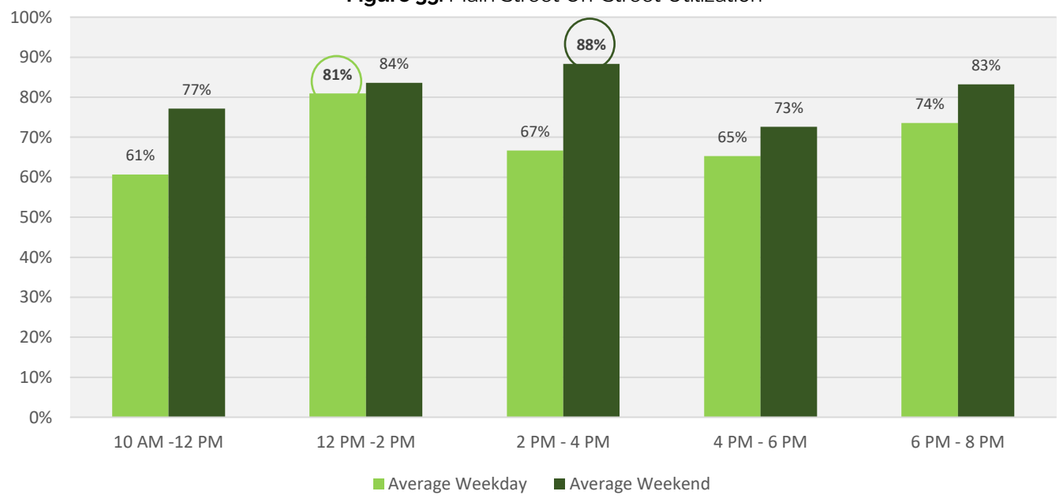



**Figure 36.** Main Street Peak Weekday Utilization 12 – 2 PM

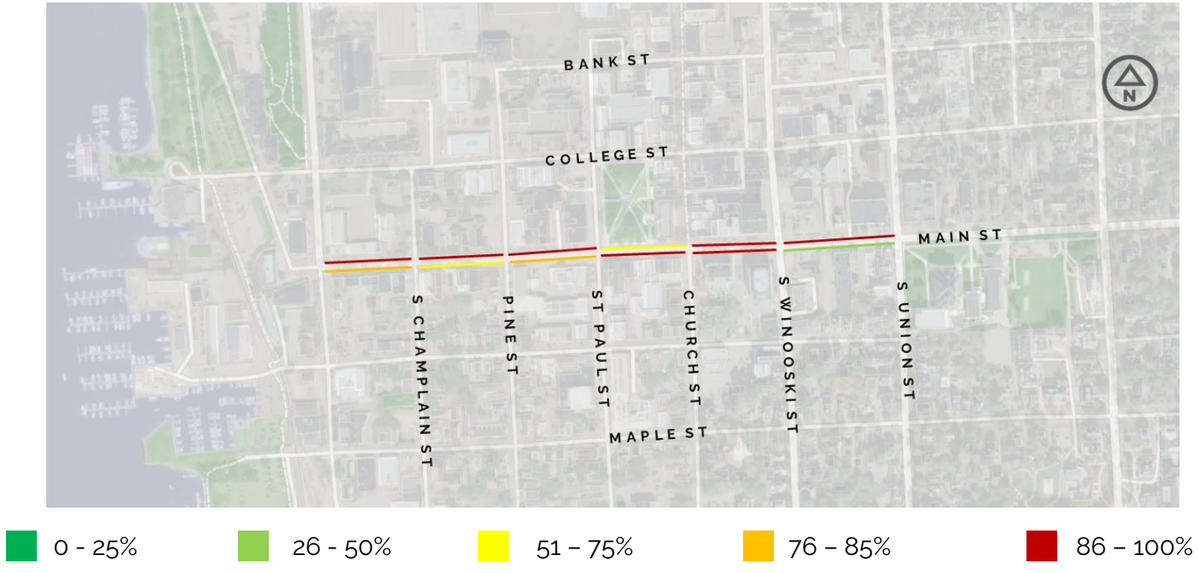
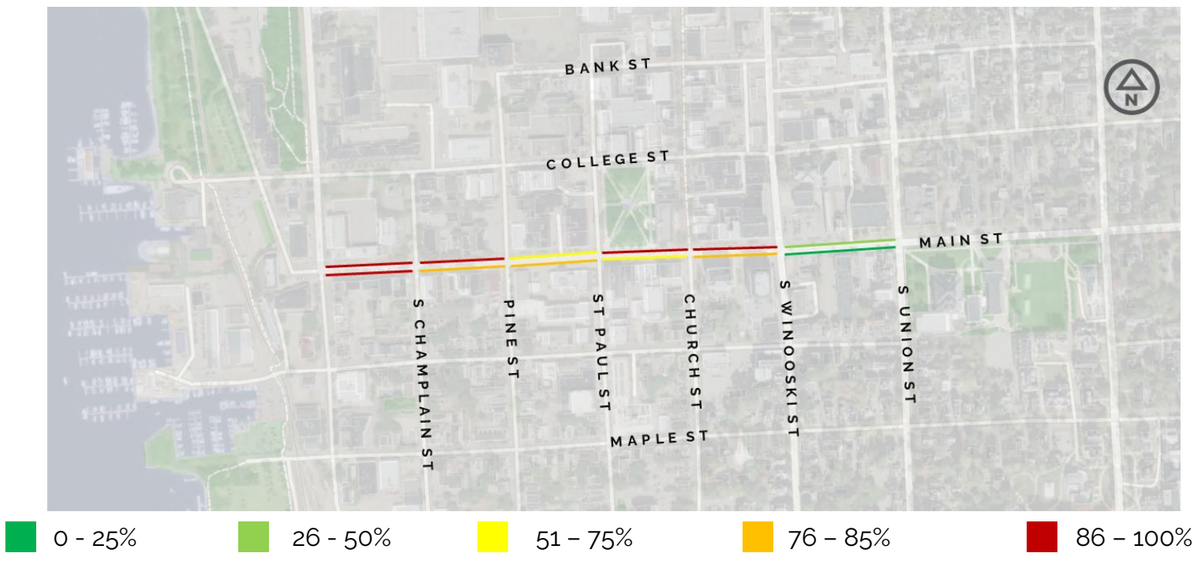



**Figure 37.** Main Street Peak Weekend Utilization 2 – 4 PM



# MAIN STREET TURNOVER

- Main Street sees an average turnover rate of 74% on weekdays and 74% on weekends. The lowest turnover occurs at from 2 PM – 4 PM during a typical weekday (67%) and on the weekend from 10 AM – 12 PM (68%). Highest turnover occurs from 4 PM – 6 PM on weekdays (82%) and 2 PM – 4PM on the weekend (80%). (Figure 38).
- During a typical weekday, about half of the vehicles parked along Main Street are parked for less then 2 hours while the remaining 50% are typically parked for 2-4 hours.
- During a typical weekend day, about 25% of vehicles parked along Main Street are parked for less than 2 hours while the remaining 75% are typically parked for 2-4 hours.
- Therefore, it is generally easier to find a parking spot along Main Street during the week when utilization is typically lower and turnover is higher. On the weekend, since utilization is higher but turnover is lower, patrons are likely to circulate to find a spot as it may not be readily available.

**Figure 38.** Main Street On-Street Turnover

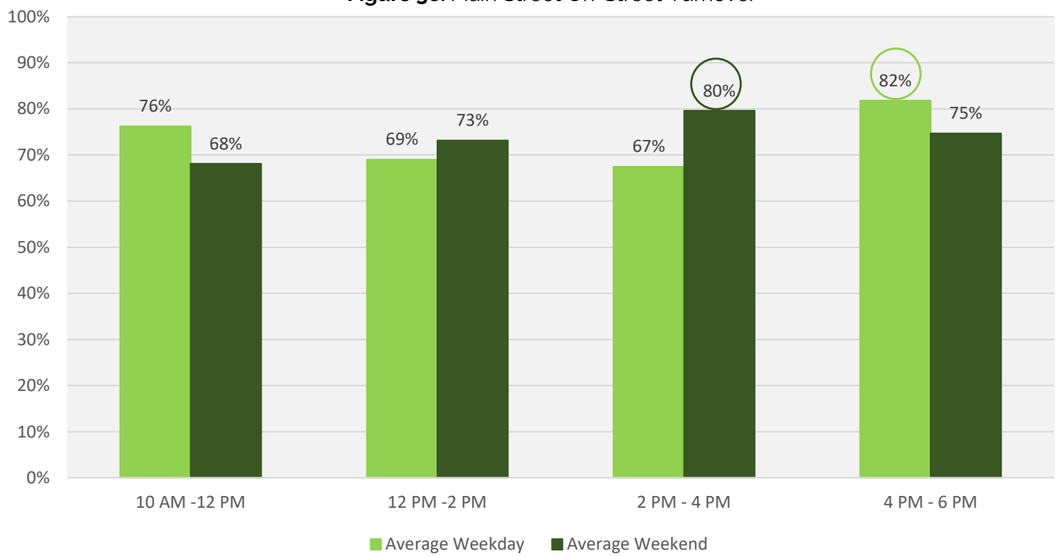



**Figure 39.** Main Street Average Weekday Utilization

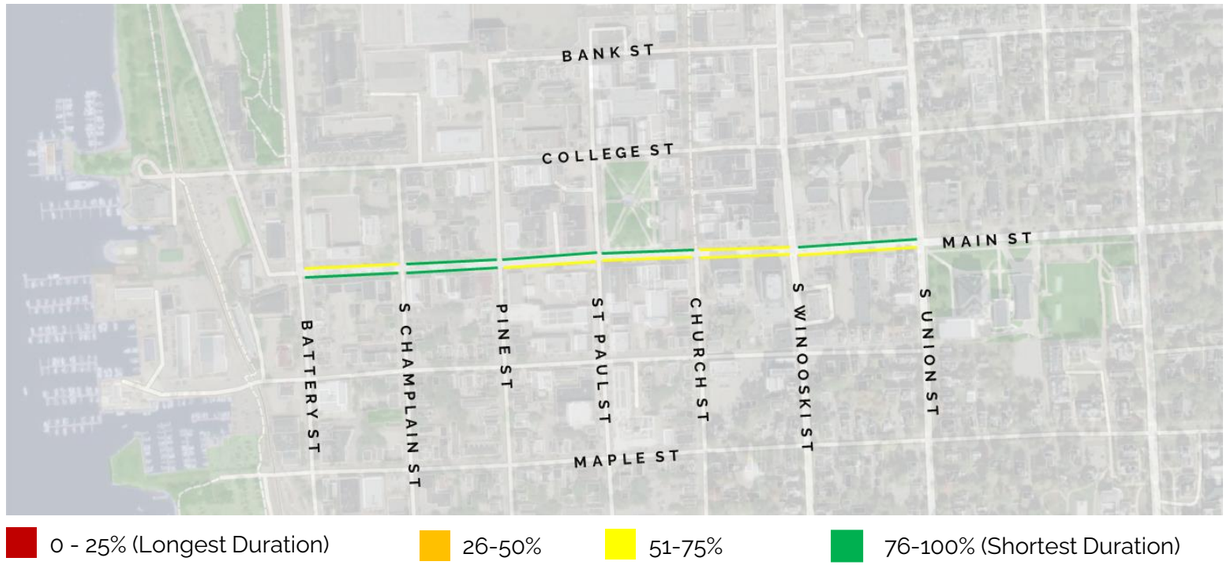
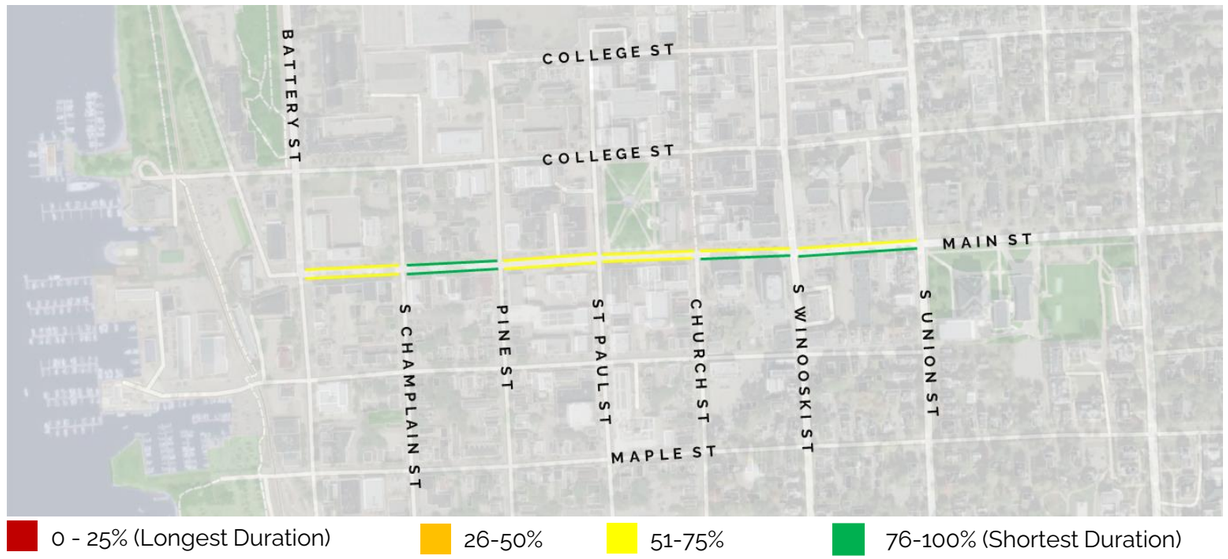



**Figure 40.** Main Street Average Weekend Utilization



# 05 CURRENT PARKING EXPERIENCE

The parking experience is determined by a motorist's decision about where to park, how to park/pay, how they feel about it, and overall comfort. In addition to parking availability, information regarding where and how to park is critical. It is also important to note that every parking experience begins and ends with a walk to/from a vehicle and therefore, the multimodal network is crucial to a safe and effective parking strategy. Figure 41 depicts some of the existing conditions across the system. There are opportunities to improve the parking experience such as implementing and coordinating wayfinding and parking arrival signage among the public and private sectors, continuing to invest in the walkability of downtown to ensure safe and comfortable access to parking, and continuing to invest in the safety and security of off-street parking facilities.

## INFORMATION CLARITY

There is inconsistent signage branding throughout the parking network and in some scenarios, there is a proliferation of signage which can be confusing and overwhelming for potential patrons. These experiences are most notably located at off-street lots offering public parking in a privately owned lot.

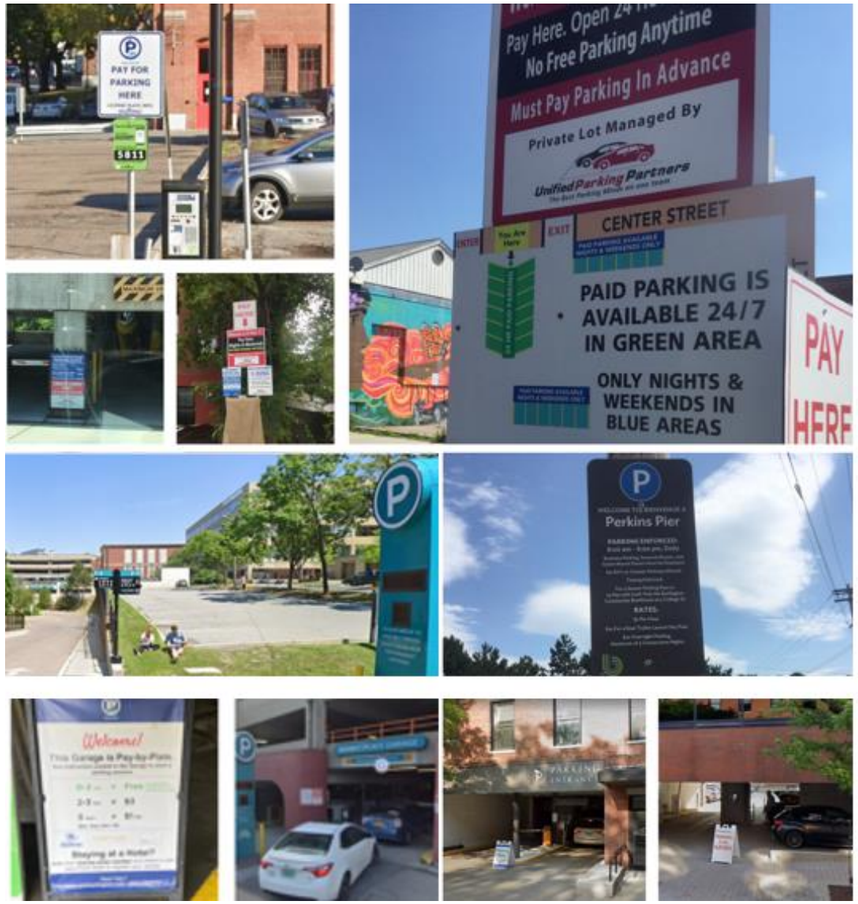
## MULTIMODAL CONNECTIONS

Wide multi-lane streets, long crossing distances, accessibility issues, and lack of on-street activity, may contribute to both real and perceived safety issues for pedestrians and bicyclists. In the downtown core, sidewalks are largely complete, well-lit and provide a sense of security. However, as one moves toward the periphery of the network, the pedestrian realm begins to fray and there is a perception of lack of safety. Therefore, while parking may be more available along the periphery of the network, patrons may not feel comfortable or safe walking to and from those more remote parking facilities.

## SAFETY AND SECURITY

Off-street parking facilities are underutilized and feel isolated, empty, and unsafe to many users.

**Figure 41.** Existing Parking Experience Conditions

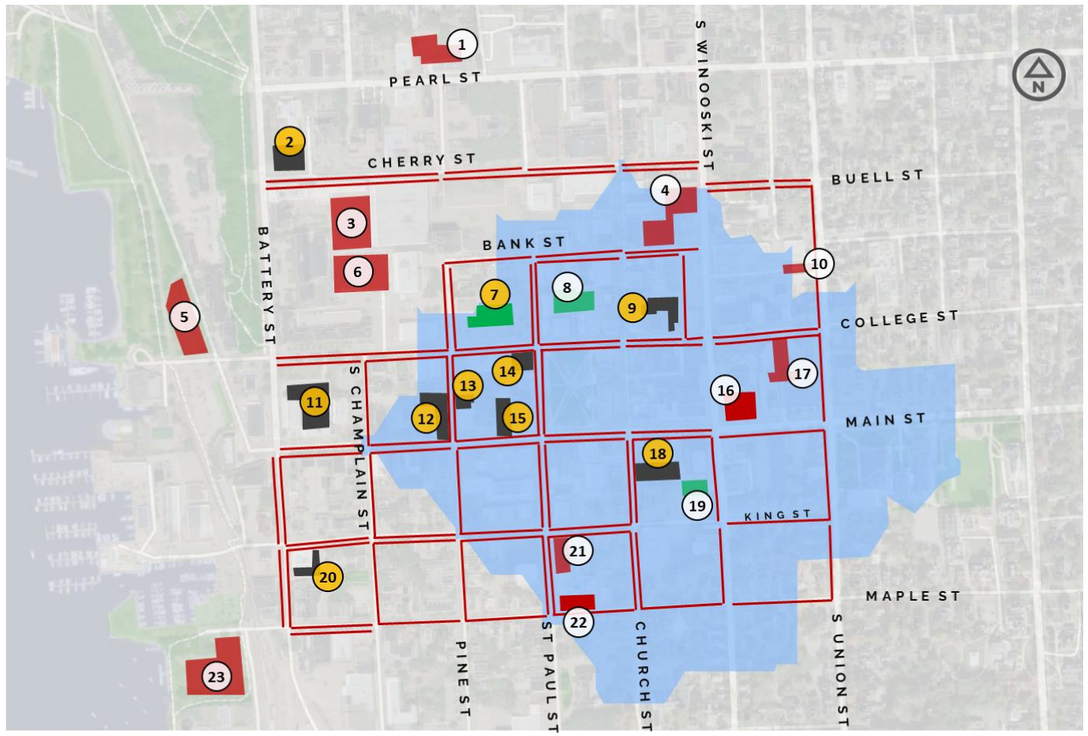



## OWNERSHIP + PUBLIC AVAILABILITY

While the City of Burlington owns and manages a majority of the parking supply in Downtown Burlington, there is still 29% of the total parking supply and 38% of the off-street supply that is owned and managed by private owners. There is a share of these existing private facilities that do provide parking for the public, however it is poorly communicated and hours are generally inconsistent throughout the network- leaving drivers confused about their parking options. Property owners are generally hesitant to make their supply fully accessible to the public due to legitimate concerns such as liability, maintenance, loss of revenue, or impacts to tenants. Therefore, owners reserve most of their supply for specific tenants and then leave those spaces unused even when their tenants are not parking – resulting in low utilization.

Figure 42 in conjunction with Table 2 depict public parking availability across the network.

**Figure 42.** Existing Parking Ownership + Public Parking Availability




**OWNERSHIP**

- Public Facility
- Private / Public Facility
- Private Facility

XX Indicates Facility not Available to Public at All Times

**Table 2.** Off-Street Public Parking Availability

| ID | Name | Public Access | Owned By |
|---|---|---|---|
| 1 | Pearl St. Lot | 24/7 – Enforced 9am – 6 pm | City of Burlington |
| 2 | 2 Cherry St. Lot | Mon-Sat, 24 hrs; No public parking on Sunday | Unified Parking Partners |
| 3 | Downtown Garage | 24/7, 365 | City of Burlington |
| 4 | Marketplace Garage | 24/7, 365 | City of Burlington |
| 5 | Pease Lot | 24/7, 365; Enforced Mon-Sat, 8am - 8pm; Sun, 8am - 6pm | City of Burlington |
| 6 | College Street Garage | 24/7, 365 | City of Burlington |
| 7 | Park Plaza /ICF Lot | Mon-Fri after 5pm; Sat, after 7am; Sun, All day | Privately Owned |
| 8 | Corporate Plaza Garage | 24/7, 365 | Privately Owned |
| 9 | 2 Center Street Lot | Mon-Fri, 12 public spaces, 5pm - 2am; all spaces on Sat-Sun, all day | Unified Parking Partners |
| 10 | City Market Back-Lot | 24/7, 365; Enforced 9 am – 6 pm, Max Parking Time 3 hrs | City of Burlington |
| 11 | Gateway Center Garage | 7am – 12 am, Top Deck Only (90 spots) | Privately Owned |
| 12 | Pine Street Lot31 | Mon-Fri, 5pm - 2am; Sat-Sun, all day | Unified Parking Partners |
| 13 | Pine Street Lot 32 | Mon-Fri, 5pm - 2am; Sat-Sun, all day | Unified Parking Partners |
| 14 | College Street Lot 33 | Mon-Fri, 5pm - 2am; Sat-Sun, all day | Unified Parking Partners |
| 15 | Main Street Lot 34 | Mon-Fri, 5pm - 2am; Sat-Sun, all day | Unified Parking Partners |
| 16 | Main Street Lot 36 | 24/7, 365; Enforced Mon-Sat, 9 am – 9 pm, Max Parking Time – 12 hrs | City of Burlington |
| 17 | Fletcher Free Library Lot | 24/7, 365; Enforced Mon-Sat, 9 am – 6 pm, Max Parking Time - 3 hrs (Blue Meters), 9 hrs (Brown Meters) | City of Burlington |
| 18 | Church Street Lot 48 | Mon-Fri, 5pm - 2am; Sat-Sun, all day | Unified Parking Partners |
| 19 | Courthouse Plaza Garage | 85 public spaces 24/7 | Unified Parking Partners |
| 20 | Battery/King Lot 55 | Mon-Fri, 5pm - 2am; Sat-Sun, all day | Unified Parking Partners |
| 21 | King Street Lot 61 | 24/7, 365; Enforced Mon-Sat, 9 am – 9 pm, Max Parking Time – 48 hrs | City of Burlington |
| 22 | Maple Street Lot 62 | 24/7, 365; Enforced Mon-Sat, 9 am – 9 pm, Max Parking Time – 48 hrs | City of Burlington |
| 23 | Perkins Pier Lot | 6am - 11 pm | City of Burlington |

## PARKING PAY RATES

Pay rates are generally more expensive at privately owned lots that allow public parking which leads to a lower demand and thus a lower utilization at these facilities. On the other hand, public facilities offer more affordable parking options which leads to a greater demand – especially for on-street facilities. Therefore, parking demand is highest for the fewest available spaces. It should be noted, however, that several off-street public facilities offer free parking for up to two hours. However, lots like the College Street Garage and Downtown Garage don't see the utilization that these prices would likely drive in comparison to the Marketplace Garage. This is likely due to these garage's locations in addition to the multimodal network linking these garages to highly desired destinations.

Figure 43 in conjunction with Table 3 highlights parking pay rates across the network. As depicted, on-street parking facilities are most expensive within the 5-minute downtown core area and become more and more affordable towards the periphery of the network (further from highly desired destinations). Therefore, there is a slight incentive to park further from the downtown core (approximately $1 per hour difference). On-street parking rates remain static throughout the day, even during the busiest times.

Private off-street facilities average around $4 an hour compared to much lower prices at $1 - $1.50 an hour at public facilities. Therefore, demand is much higher at public off-street facilities than private off-street facilities. This results in a direct incentive for drivers to circle for on-street spaces.

**Figure 43.** Existing Parking Rates

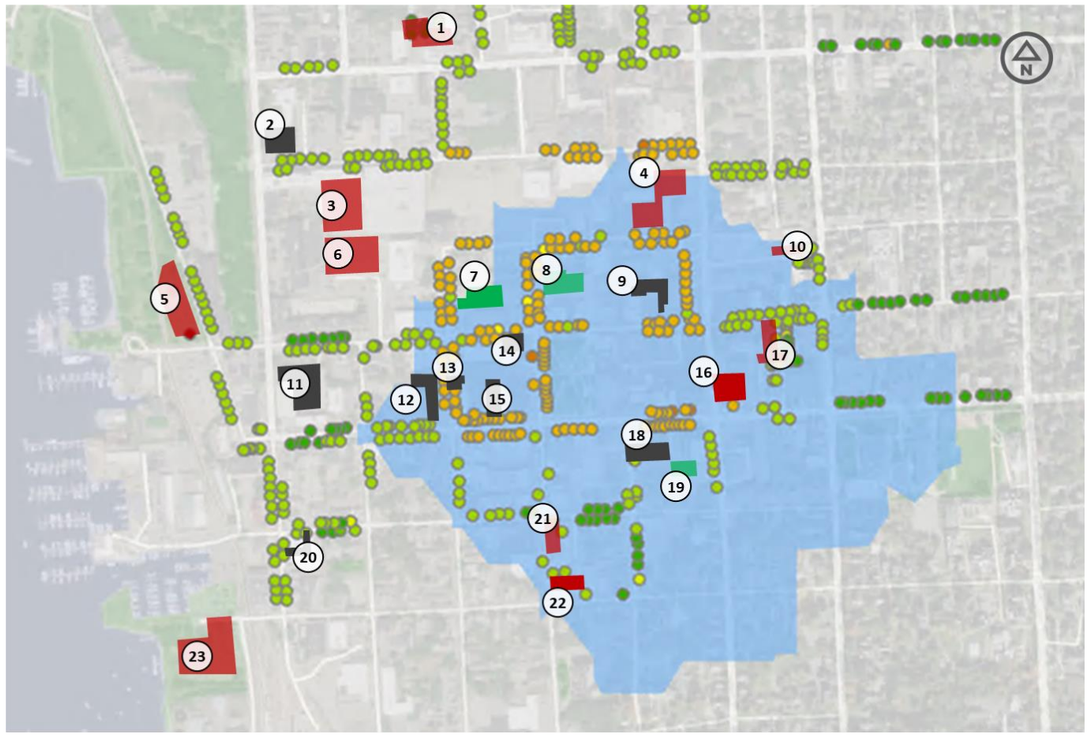



**Table 3.** Off-Street Parking Rates

| ID | Name | Rate | Owned By |
|---|---|---|---|
| 1 | Pearl St. Lot | $0.40/hr and $1/hr | City of Burlington |
| 2 | 2 Cherry St. Lot | $4/hr | Unified Parking Partners |
| 3 | Downtown Garage | 0-2 hrs: Free; 2-3 hrs: $3; 3+hrs: $1/hr; Daily Max: $8; Free on Sundays/ Holidays | City of Burlington |
| 4 | Marketplace Garage | 0-2 hrs: $1-$2; 2-4 hrs: $3-$6; 4-7hrs: $7-$9; Daily Max: $10; Free on Sundays/ Holidays | City of Burlington |
| 5 | Pease Lot | $3/hr in summer, $2/hr in winter | City of Burlington |
| 6 | College Street Garage | 0-2 hrs: Free; 2-3 hrs: $3; 3+hrs: $1/hr; Daily Max: $8; Free on Sundays/ Holidays | City of Burlington |
| 7 | Park Plaza /ICF Lot | $2 per 30 min, $16 max per 24 hours, $5 evening rate after 6pm | Privately Owned |
| 8 | Corporate Plaza Garage | $2/30 min, $16 daily max, $5 flat rate after 6pm | Privately Owned |
| 9 | 2 Center Street Lot | $4/hr | Unified Parking Partners |
| 10 | City Market Back-Lot | $1/hr (Blue Meters) | City of Burlington |
| 11 | Gateway Center Garage | $5/day | Privately Owned |
| 12 | Pine Street Lot31 | $4/hr | Unified Parking Partners |
| 13 | Pine Street Lot 32 | $4/hr | Unified Parking Partners |
| 14 | College Street Lot 33 | $4/hr | Unified Parking Partners |
| 15 | Main Street Lot 34 | $4/hr | Unified Parking Partners |
| 16 | Main Street Lot 36 | $1.50 / hr | City of Burlington |
| 17 | Fletcher Free Library Lot | $1/hr (Blue Meters) and $0.40/hr (Brown Meters) | City of Burlington |
| 18 | Church Street Lot 48 | $4/ hr | Unified Parking Partners |
| 19 | Courthouse Plaza Garage | $3/hr, $18 daily max | Unified Parking Partners |
| 20 | Battery/King Lot 55 | $4/ hr | Unified Parking Partners |
| 21 | King Street Lot 61 | $1.50/hr | City of Burlington |
| 22 | Maple Street Lot 62 | $1.50/hr | City of Burlington |
| 23 | Perkins Pier Lot | $6/day resident,$8/day non-resident | City of Burlington |

# 06 PARKING DEMAND ANALYSIS

As part of the Burlington Great Streets Project, Main Street will be transformed to balance all of the uses of the public right of way by optimizing the roadway. This is intended to be done by converting diagonal parking to parallel parking. This change allows for the introduction of wider sidewalks, appropriately sized tree belts to support tree health and stormwater management, and a protected bicycle lane. However, it also results in an overall reduction of 67 on-street parking spaces along the Main Street corridor within the study area. Therefore, a critical component of this parking study is to understand the implications of the removal of on-street parking and identify areas that can absorb the displaced parking.

## PARKING SUPPLY 5 MINUTE SERVICE AREA - Average Weekday

Considering an average weekday at each zone's peak period, there is a surplus of overall parking (on-street + off-street facilities) available in each zone to satisfy the demand resulting from the loss of the 67 spaces on Main Street. According to Figure 44, during the peak, the northwest zone has 634 vacant spots and the northeast, southwest, and southeast zones have 291, 134, and 131 vacant spaces, respectively. Collectively, that is 1,190 available spaces within a 5-minute walk from the Main Street corridor.

When filtered to on-street parking only, the northwest zone has 24 vacant spots and the northeast, southwest, and southeast zones have 44, 79, and 58 vacant spaces, respectively. Collectively, that is 205 available spaces within a 5-minute walk from the Main Street corridor during a typical weekday peak. (Figure 45)

**Figure 44.** Total Adjacent Parking Available – Average Weekday Peak 12 – 2 PM

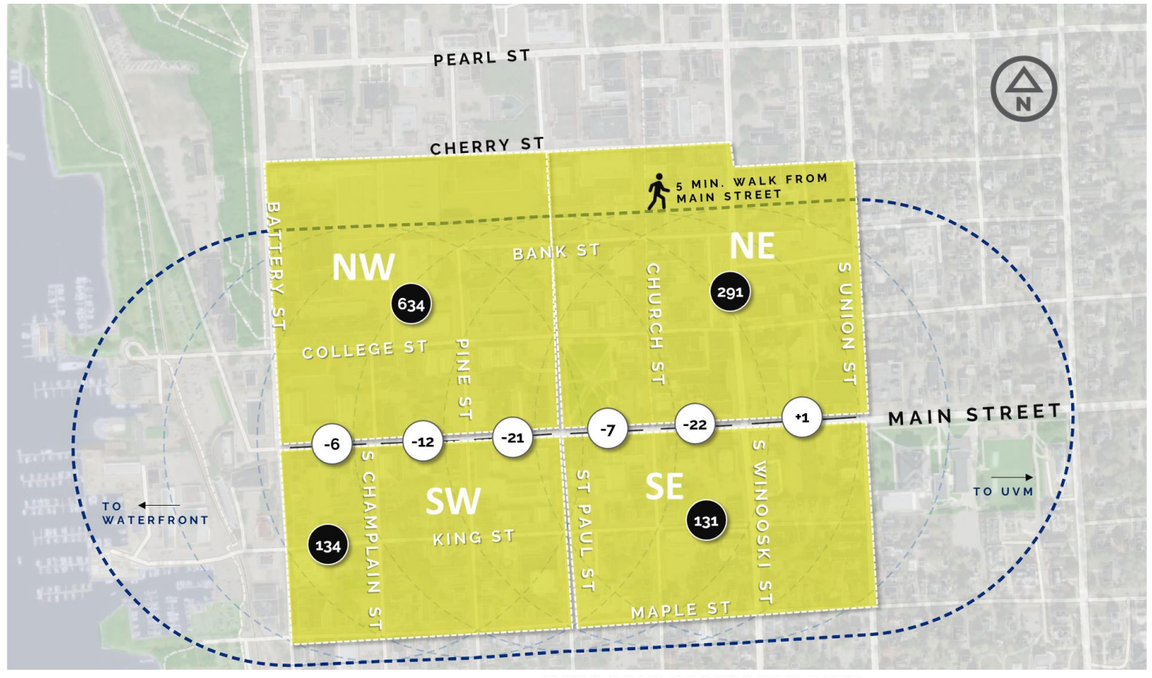
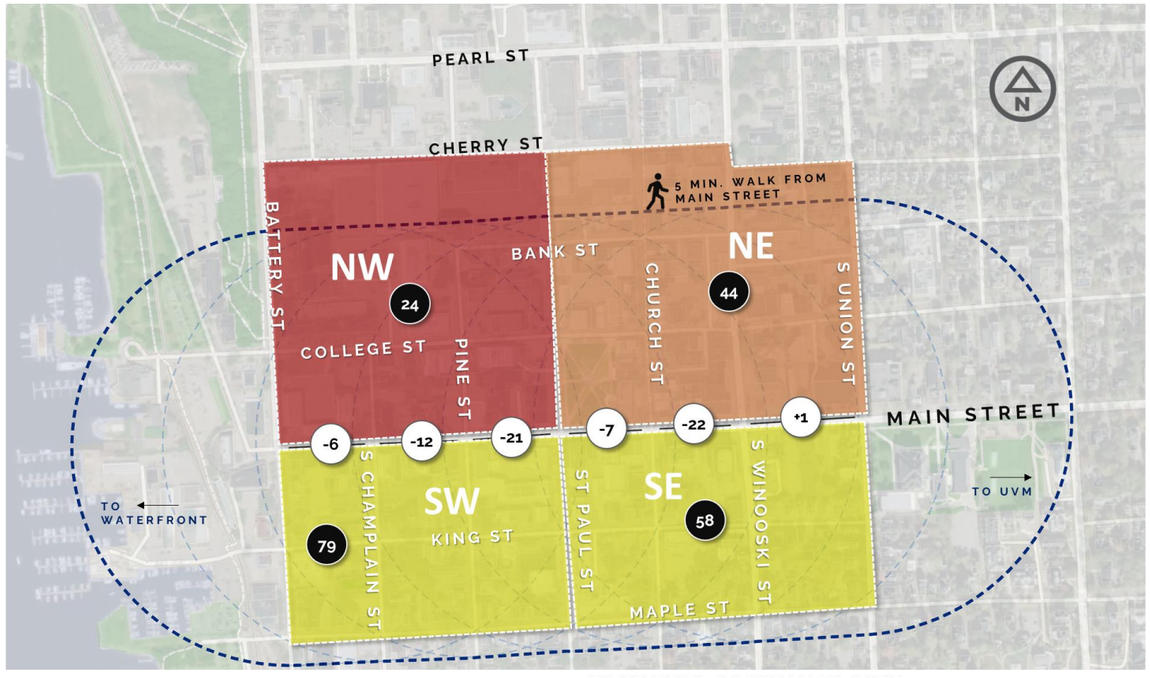



**Figure 45.** On-Street Adjacent Parking Available – Average Weekday Peak 12 – 2 PM



# PARKING SUPPLY 5 MINUTE SERVICE AREA - Average Weekend

Considering an average weekend at each zone's peak period, there is a surplus of overall parking (on-street + off-street facilities) available in each zone to satisfy the demand resulting from the loss of the 67 spaces on Main Street. According to Figure 46, during the peak, the northwest zone has 641 vacant spots and the northeast, southwest, and southeast zones have 202, 148, and 104 vacant spaces, respectively. Collectively, that is 995 available spaces within a 5-minute walk from the Main Street corridor.

When filtered to on-street parking only, the northwest zone has 32 vacant spots and the northeast, southwest, and southeast zones have 28, 88, and 45 vacant spaces, respectively. Collectively, that is 193 available spaces within a 5-minute walk from the Main Street corridor during a typical weekend peak. (Figure 47)

Therefore, one can conclude that there is enough supply to satisfy the demand resulting from the loss of 67 spaces along Main Street. Generally, the southwest and southeast corridors are best equipped to handle on-street parking; however, for most visitors looking to dine and shop on Church Street, this results in a longer walk to their destination. It should be noted that off-street parking facilities throughout the study area are generally underutilized. Therefore, it is recommended that wayfinding strategies be improved and implemented to better inform parking availability.

**Figure 46.** Total Adjacent Parking Available – Average Weekend Peak 6- 8 PM

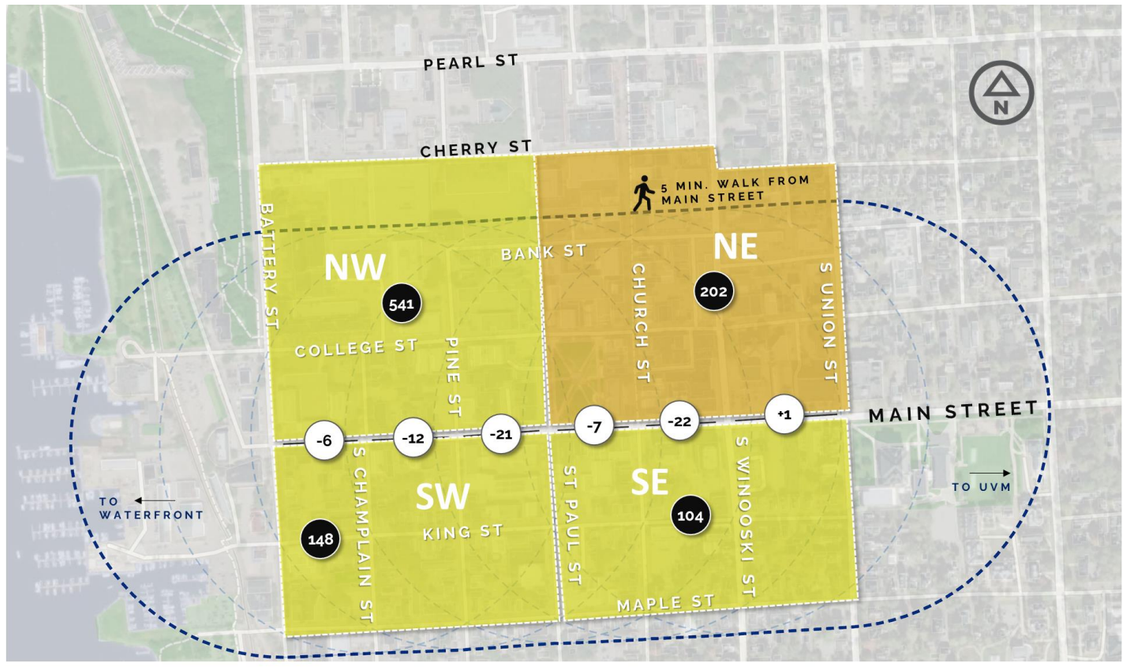
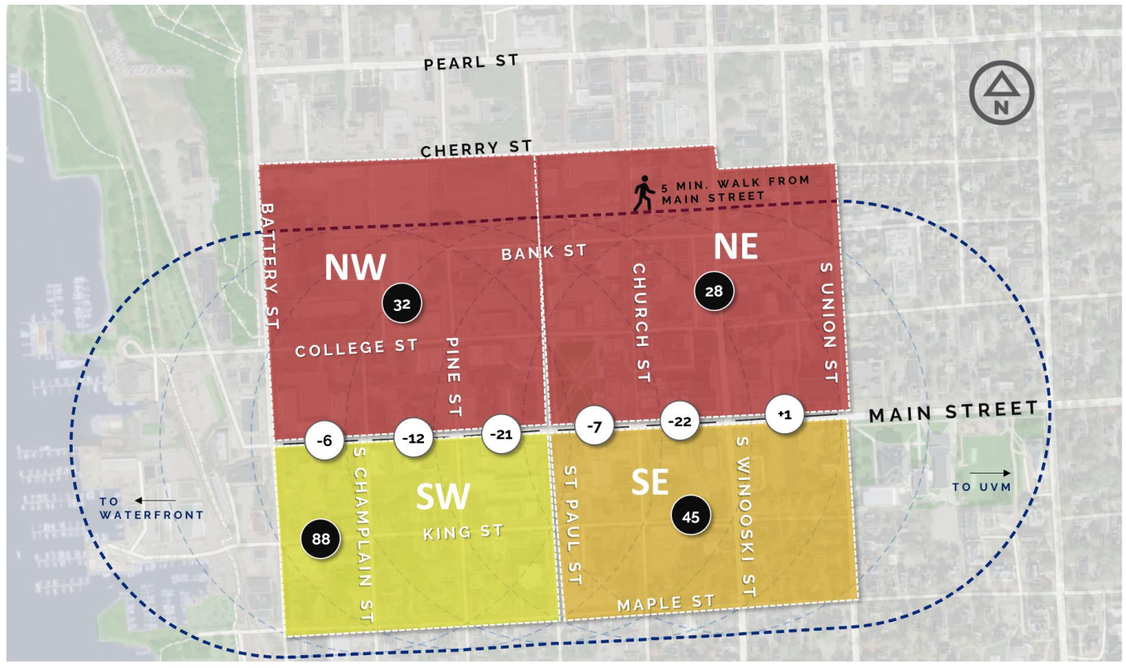



**Figure 47.** On-Street Adjacent Parking Available – Average Weekend Peak 6- 8 PM



# PARKING SUPPLY CORE AREA

It is understood that more parking is available on the periphery on the study area due to its further location form the core downtown area. Therefore, the study team conducted a second analysis which focused on the "core" downtown area which was developed by applying a 5-minute walk service area around the intersection of Main Street at Church Street (depicted in blue).

Figure 48 depicts utilization during the peak weekday period 12-2 PM. During this time period, most private garage **do not** offer public parking. As depicted, during the peak period, there are 124 on-street parking spaces and 426 off-street parking spaces. This totals to 550 available parking spaces during the peak period within the "core" downtown area.

Figure 49 depicts utilization during the peak weekend period 6-8 PM. During this time period, most private garage offer public parking as well and therefore, these garages were added as available capacity. As depicted, during the peak period, there are 73 on-street parking spaces and 810 off-street parking spaces. This totals to 883 available parking spaces during the peak period.

With the removal of 67 on-street parking spaces along Main Street, there are barely enough surrounding on-street parking spaces available to absorb that loss within the downtown core area. However, there are plenty of off-street parking facilities that can easily accommodate the loss of parking on Main Street. Therefore, it is recommended that wayfinding strategies be improved and implemented to better inform parking availability.

**Figure 48.** Parking Availability within Downtown "Core" 5 Minute Walk Service area of Church at Main– Average Weekday Peak 12- 2 PM

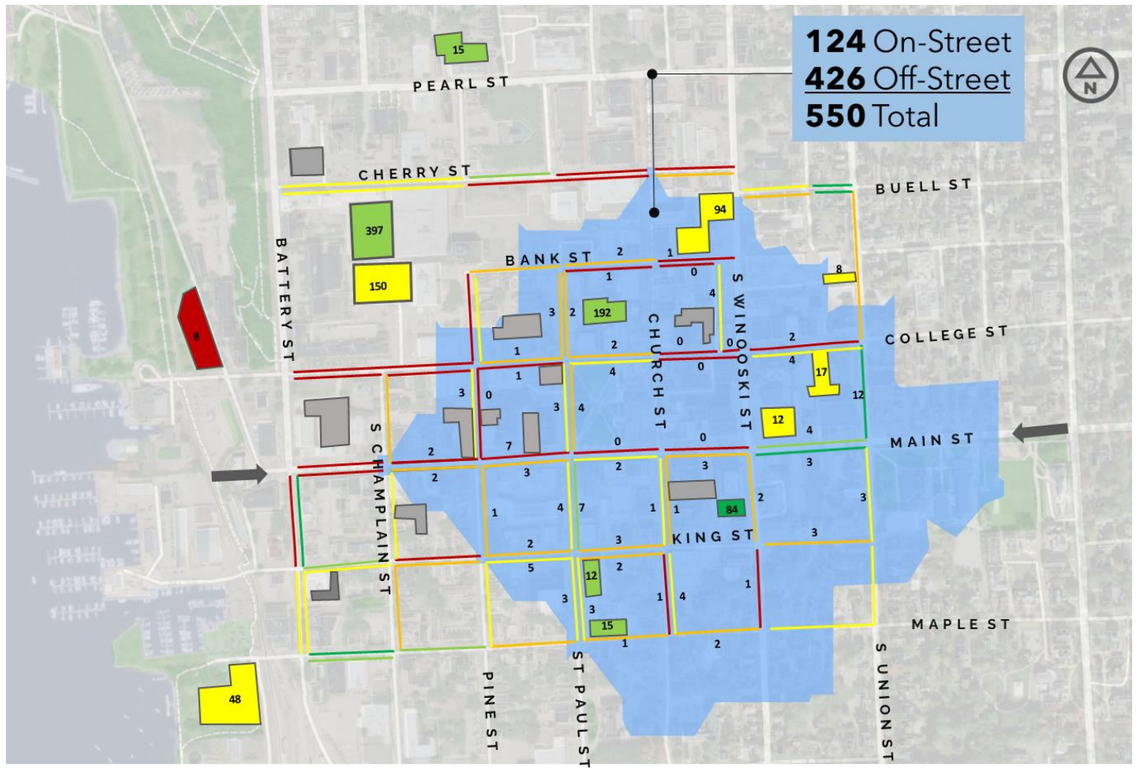
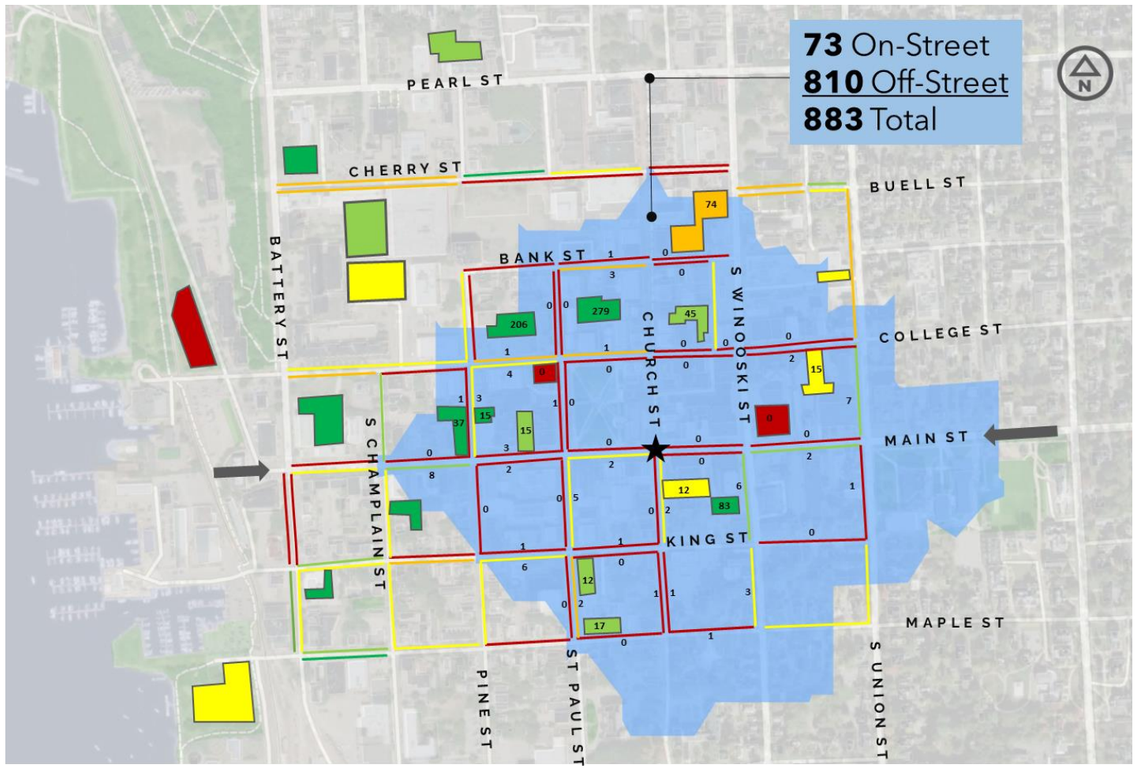



**Figure 49.** Parking Availability within Downtown "Core" 5 Minute Walk Service area of Church at Main– Average Weekend Peak 6- 8 PM



# COVID-19 IMPLICATIONS

As we continue to navigate living through the undulations of the pandemic, the City of Burlington has not seen parking demand swing back to pre-COVID-19 levels across the entire network. Therefore, the study team conducted an ancillary review of previous data sets to determine appropriate adjustments to account for COVID-19 aftereffects.

## ON-STREET FACILITIES

### 2015 Desman Study Comparisons

Table 4 provides a high-level comparison of the 2015 Desman study data to the 2022 study data. As Table 4 suggests, 2022 on-street parking utilization rates are relatively on par with those back in 2015 with minor fluctuations (-3 to +2 %). Weekday on-street utilization is slightly below in the current condition than the data presented in the 2015 study. This may be attributable to the aftereffects of COVID-19, a shift in travel mode demographics, and climate change initiatives.

### Smart Meter + Park Mobile Revenue Comparisons (2019 vs. 2022)

As previously mentioned, the City of Burlington's parking revenue is down 30% across the entire Burlington parking network. However, when we filter down to the downtown core area, we see that parking has actually fully recovered in the on-street parking environment within this area. The study team obtained Smart Meter data (focused on Bank Street, Center Street, Cherry Street, College Street, Main Street, Pine Street and St. Paul Street (all of which are within the study area)) for July 2019 and July 2022. The smart meter locations include coin and credit card transactions at the meters. As Table 5 presents, in total, there was a 21% and 31% reduction in smart meter revenue on average weekdays and average weekends, respectively, post COVID.

ParkMobile, on the other hand, the app that allows one to pay via their mobile device, has experienced a significant increase in use post-COVID with revenue increasing upwards of 95% during the average weekday and 69% during the average weekend within Zone 5803 (highlighted in Figure 50).

As highlighted in Table 5, collective revenue from smart meters and Park Mobile within the downtown area has experienced an 18% uptick during the average weekday and weekday peak (6 – 8 PM). Revenue during the average weekend and peak weekend period (6-8PM) has decreased 1% and increased 3%, respectively.

**Table 4.** 2015 vs 2022 Data – On-Street Facilities Utilization - (Desman Study, 2015)

| Area/ Time Frame | 2015 Study | 2022 Study | % Difference |
|---|---|---|---|
| Weekday Average | 73% | 72% | -1% |
| Weekday Peak (6- 8 PM) | 81% (7 PM) | 78% (6 – 8 PM) | -3% |
| Weekend Average | 80% | 77% | -3% |
| Weekend Peak (6-8 PM) | 80% (7 PM) | 82% (2 – 4 PM & 6 – 8 PM) | +2% |

**Table 5.** Smart Meter + Park Mobile Revenue Data (Zone 5803) - (Data Provided by City of Burlington)

| Area/ Time Frame | 2019 Revenue ($) | | | 2022 Revenue ($) | | | % Difference | | |
|---|---|---|---|---|---|---|---|---|---|
| | Smart Meters | Park Mobile | Total | Smart Meters | Park Mobile | Total | Smart Meters | Park Mobile | Total |
| Weekday Average | 2526 | 1285 | 3811 | 1991 | 2511 | 4502 | -21% | 95% | 18% |
| Weekday Peak (6-8 PM) | 451 | 184 | 635 | 375 | 375 | 750 | -17% | 104% | 18% |
| Weekend Average | 3082 | 1332 | 4414 | 2141 | 2246 | 4387 | -31% | 69% | -1% |
| Weekend Peak (6-8 PM) | 375 | 154 | 529 | 266 | 278 | 544 | -29% | 81% | 3% |

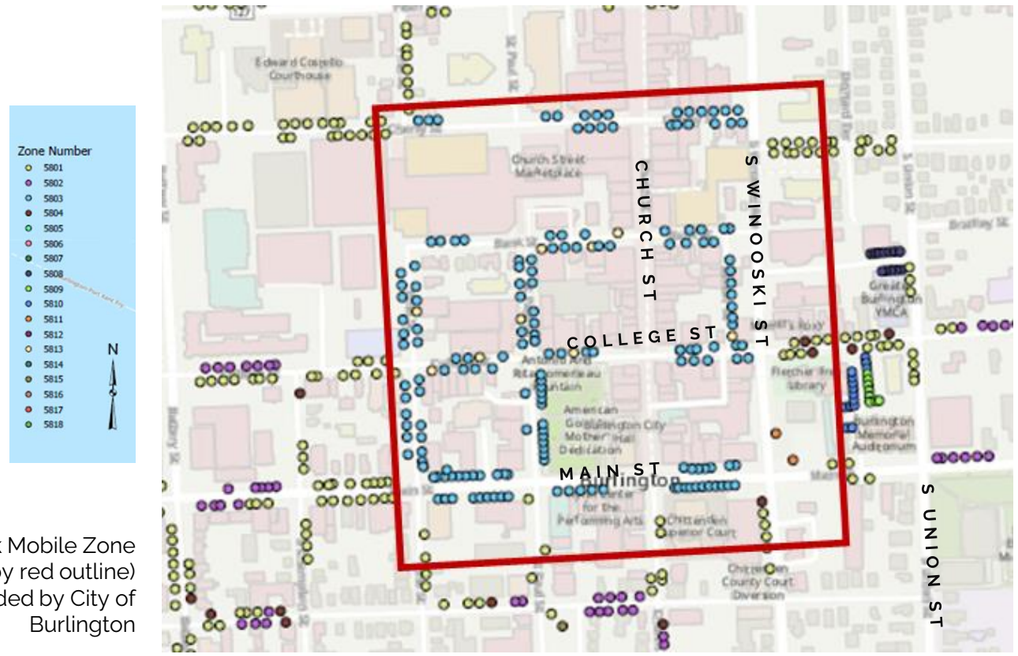



**Figure 50.** Park Mobile Zone 5803 (depicted by red outline) – Map Provided by City of Burlington

# COVID-19 IMPLICATIONS

## OFF-STREET FACILITIES

### 2015 Desman Study Comparisons

Table 6 provides a high-level comparison of the 2015 Desman study data to the 2022 study data. As Table 6 suggests, off-street utilization rates, are drastically lower (upwards of a 49% decline on the average weekday and a 33% decline on the average weekend). Off-street utilization (specifically weekday) is much lower in the current condition than previously in 2015. This is likely due to the aftereffects of COVID-19 as many Burlington employees have yet to "return to office".

### City of Burlington Off-Street Revenue Comparison

The Burlington Department of Public Works presented on the status of the parking network at the BTV Stat meeting in November 2022. At this meeting, off-street revenue trends were presented (Figure 51). As Figure 51 suggests, total off street revenue was around $230,000 in July 2019 as compared to approximately $180,000 in July 2022. This accounts for an approximate 21% reduction in revenue across off-street facilities which is consistent with the 2015 Desman study data.

## ADJUSTMENT CONCLUSIONS

While the City has not seen parking revenue recover to pre-pandemic levels network wide, there is question as to whether the demand will ever fully recover. COVID-19 changed the way we live, we work, and we travel. With many employers continuing to offer flexible work arrangements (work-from-home) it is unlikely that the demand, particularly in the off-street facilities will ever fully recover.

In addition to COVID-19 implications, the are many technological and generational shifts occurring that may limit a full parking recovery. A large factor is climate change and a generational mode shift leaning towards multimodal options- thus limiting the use of automobiles. The City of Burlington has been very proactive in recent years to upgrade multimodal facilities and accommodations to encourage walking and biking rather than driving. Some of these initiatives include the South End Multimobility Study, Great Streets, Battery Street, TDM Updates, Amtrak Improvements, and numerous lighting and sidewalk improvement projects throughout the City.

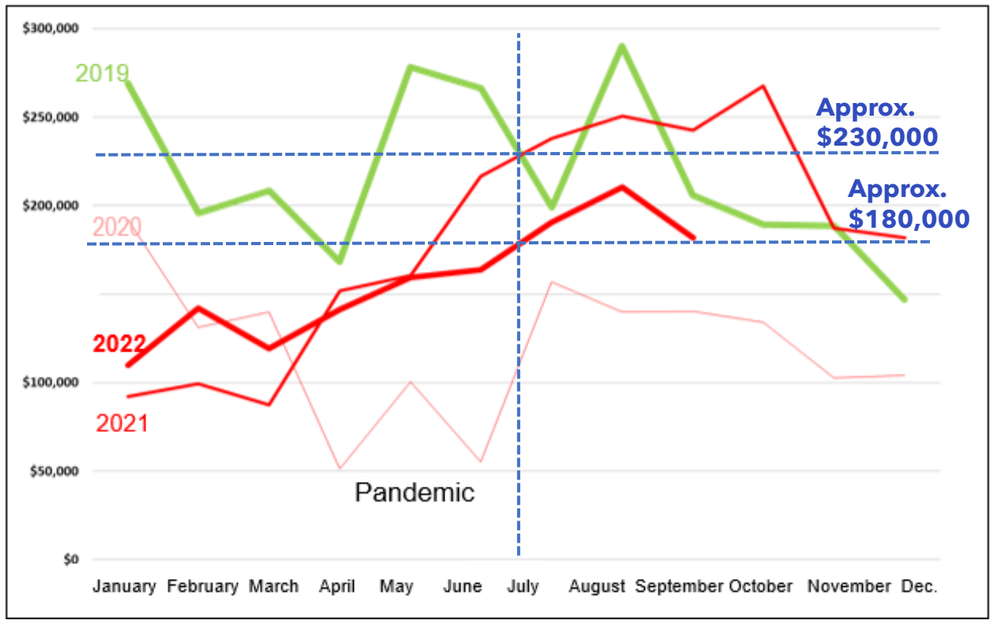
Autonomous vehicles will also play a role in the parking sphere. With improvements in technology, there will no longer be a need to circulate to find parking and likely there will not be a high demand for parking in downtown areas.

**Ultimately, to account for COVID-19 aftereffects, a conservative 40% upwards adjustment was applied for off-street utilization in the peak period to reflect pre-pandemic conditions and assume a fully recovered system. Conversely, on-street facilities were not adjusted to reflect current revenue trends. These adjustment factors should be used to prepare for future development. The City of Burlington should continue to evaluate parking facility features like lighting, technology, and security to ensure the parking program stays efficient, safe, and reliable in a post-COVID world.**

**Table 6.** 2015 vs 2022 Data – Off-Street Facilities Utilization - (Desman Study, 2015)

| Area/ Time Frame | | 2015 Study | 2022 Study | Difference |
|---|---|---|---|---|
| Weekday Off-Street | Average | 57% | 29% | **-49%** |
| | Peak | 70% (1 PM) | 51% (12 – 2 PM) | **-27%** |
| Weekend Off-Street | Average | 54% | 36% | **-33%** |
| | Peak | 60% (2 pm) | 45% (6 – 8 PM) | **-25%** |

**Figure 51.** City of Burlington Off-Street Revenue Data



# PARKING SUPPLY CORE AREA
## OFF STREET FACILITIES ADJUSTED 40%

To provide a conservative scenario that assumes a full recovery post COVID, a 40% adjustment factor was applied to all off-street parking facilities during the study area's peak periods.

Figure 54 depicts utilization during the peak weekday period 12-2 PM. During this time period, most private garages **do not** offer public parking. As depicted, during the peak weekday period, there are 124 on-street parking spaces and 122 off-street parking spaces. This totals to 246 available parking spaces during the weekday peak period within the "core" downtown area - – still enough to accommodate the loss of parking on Main Street, however many of those spaces are in higher rates garages. Therefore, future wayfinding implementation may be best focused on off-street facilities such as the College Street Garage and Downtown Garages that have available parking at a fraction of the price and is just outside the downtown core. These off-street facilities provide greater supply than those off-street facilities at the gateway blocks (collecting vehicles traveling from I-89 and the universities) with high utilization. Since utilization is high at off-street facilities at the gateway blocks, the City may want to investigate the possibility of providing an additional off-street facility to increase supply in this high demand area.

**Figure 52.** Parking Availability within Downtown "Core" 5 Minute Walk Service area of Church at Main– Average Weekday Peak 12- 2 PM - Off-Street Adjusted 40% Upwards

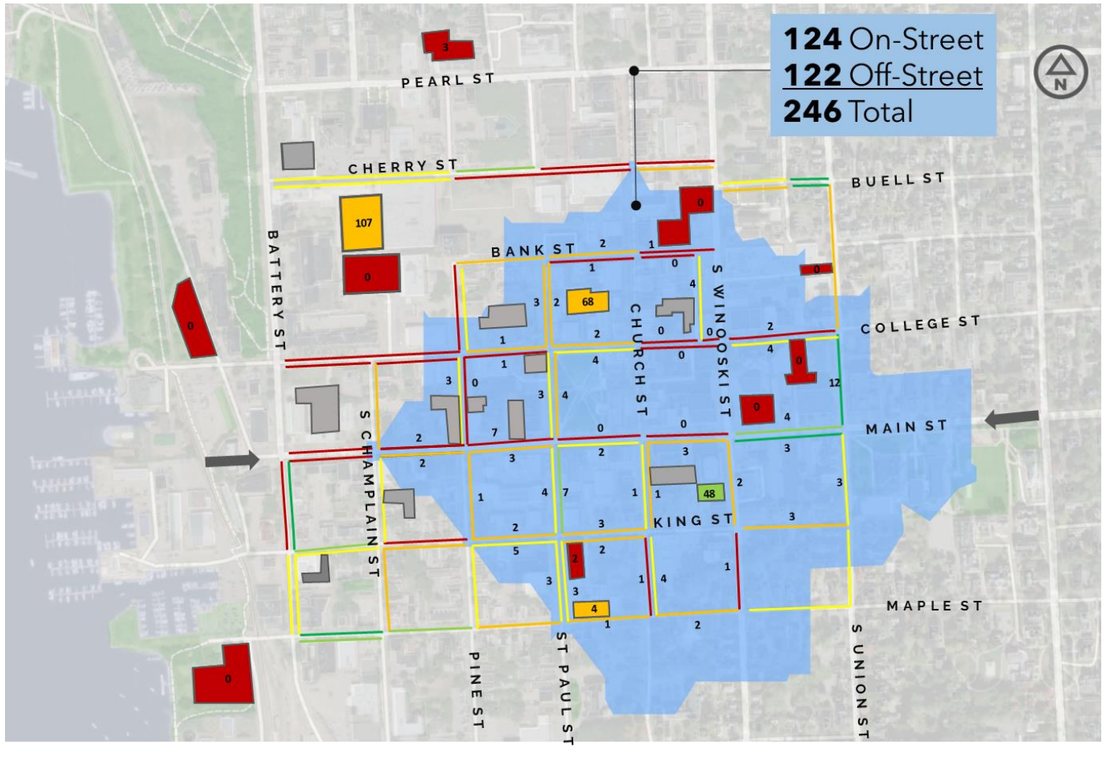
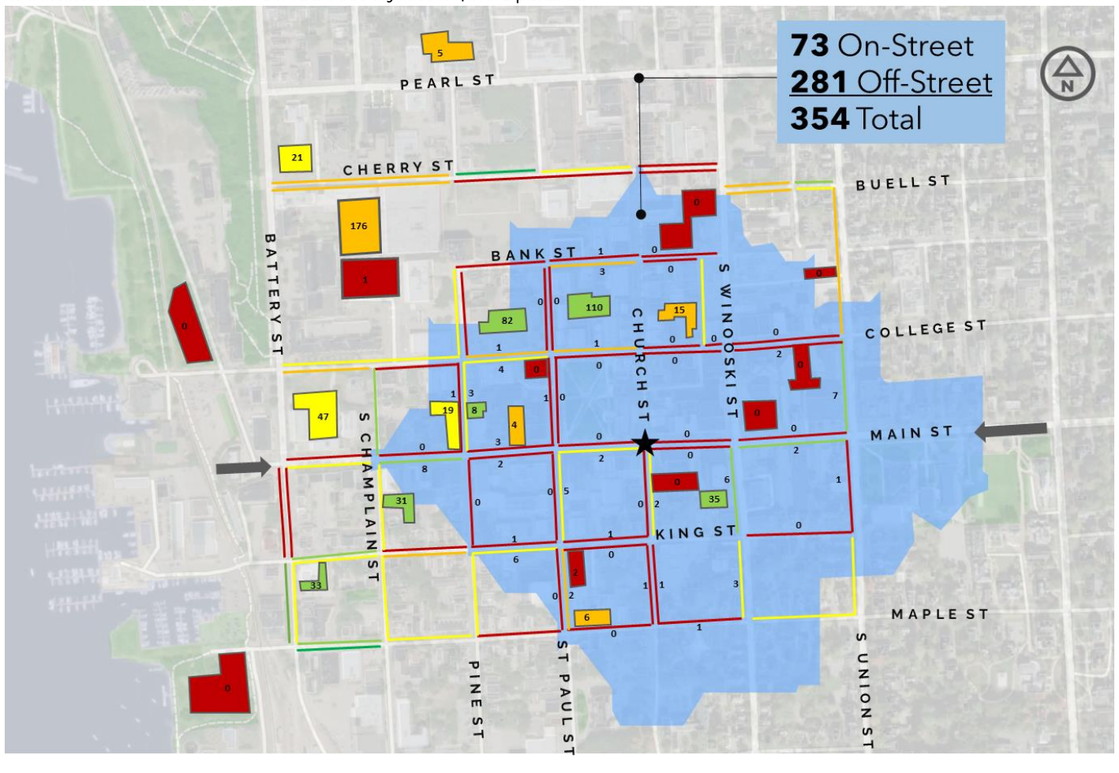



Figure 53 depicts utilization during the peak weekend period 6-8 PM. During this time period, most private garage offer public parking as well and therefore, these garages were added as available capacity. As depicted, during the peak period, there are 73 on-street parking spaces and 281 off-street parking spaces available within the "downtown core" area. This totals to 354 available parking spaces during the peak period. With the removal of 67 on-street parking spaces along Main Street, there are very few surrounding on-street parking spaces available to absorb that loss within the downtown core area. However, there are plenty of off-street parking facilities that can easily accommodate the loss of parking on Main Street.

Similarly, wayfinding strategies may help directing motorists to the available off-street facilities. While there are a number of available spaces within these facilities, many are located within private facilities which charge much more on an hourly basis than those public facilities – as discussed in Section 5. Therefore, the city may want to investigate an additional public parking garage to increase supply across the network- an especially within this downtown core area.

**Figure 53.** Parking Availability within Downtown "Core" 5 Minute Walk Service area of Church at Main– Average Weekend Peak 6- 8 PM - Off-Street Adjusted 40% Upwards



# 07 RECOMMENDED FUTURE STRATEGIES

## 1. MAXMIZE USE OF EXISTING PARKING

### 1.1 Consider pricing and curb regulation adjustments to create available spaces in high demand areas.

The City may consider fixed rate pricing and/or curb regulation (time-limit) adjustments to help create available spaces in high demand areas. Most of the on-street parking located within the downtown "core" area is $1.50 per hour with no time limit. The City may want to consider increasing pricing within this area to $2.00 - $2.50 and implement a 2-hour time limit restriction – consistent with similar cities (Portsmouth, NH and Portland, ME). Vehicles parking within the high demand downtown "core" will be forced to turnover more frequently - thus reducing circulating vehicles (and subsequently, congestion and greenhouse gas emissions). This, however, does require strict enforcement to be truly effective. Vehicles wishing to park long term will need to do so in segments outside of the core area which offer cheaper pricing to incentivize parking and walking or within off-street facilities where there is more availability.

As a long-term solution, the City may investigate the implementation of a dynamic pricing program to adjust pricing and or regulations based on demand so that spaces are consistently available. A program like this would increase the price if the block or lot was too full (over 85% utilized) and lower the price if the block/lot is too empty. This provides more of an incentive to park in lower utilized segments and creates consistent availability. This type of performance-based pricing would require in technological investments.

**Case Study- Seattle SeaPark**. The City of Seattle created a structure for a data-driven process to dynamically set on-street parking prices. To do so, the City passed two Statements of Legislative Intent (SLI) providing staff authority to develop the program and added resources for parking data collection. The outcomes-based approach aspired to help retail business, provide more consistent parking availability, and reduce congestion and greenhouse gas emissions. Demand for parking varies block to block, so the city established 30 distinct parking zones. The city collects parking data and measures occupancy rates between April and June on typical weekdays. The target range is 70-85%, which results in one to two spaces available per block. Pricing and regulations are adjusted to achieve this target, and demand is evaluated by time-of-day groupings (morning, afternoon, and evening).

### 1.2 Continue to enhance the multimodal links to parking facilities.

The City may continue to invest in multimodal links to parking facilities. Every parking experience begins and ends with a walk to/from a vehicle and therefore, the multimodal network is crucial to a safe and effective parking strategy. It is recommended that the City continue to investigate and invest in important connections to and from parking facilities such as the Amtrak Connections project.

### 1.3 Consider a shared parking program in which private parking is better shared with the public

The City or another entity could investigate the implementation of private-public partnerships and engage willing property owners to develop shared parking agreements. These agreements could involve directly leasing parking from a private facility for use as public parking, portions of private facility open for public use at more times, or payment structure adjustments to make parking more equitable across the system.

Whichever entity may approach these property owners may also consider a conversation involving pricing strategies. Private property may benefit from lowering pricing to be consistent with public parking rates to incentivize more users to park in their lots which are generally located within the core downtown area.

**Case Study – Sacramento, CA**. The City prioritized shared parking agreements with private owners. The parking agreements vary from facility to facility, but usually they are either "enforcement only" or full management agreements. For enforcement only, the City manages enforcement and there is no management fee or revenue sharing (all revenue is returned to the City), but the owners give right of entry to the City. For full management agreements, the City manages the facility and controls revenue collection, liability (via City insurance), enforcement, and maintenance. The City will often staff a parking attendant at the lot or garage. Depending on agreement type, the City pays for the capital improvements, signage, and marketing expenses; when the lot starts being profitable, the City pays itself back. After breaking even, the profits are then shared with the facility owner (depending on the agreement). The City of Sacramento has approximately 10,000 spaces under shared agreements resulting in approximately $40 million in estimated municipal savings and $1 million in revenue from shared facilities from not having to build new parking structures.

## 2. STRATEGICALLY INVEST IN INFORMATION + TECHNOLOGY

### 2.1 Consider the implementation of a comprehensive parking signage and wayfinding system.

It is recommended that the City implement a comprehensive parking signage and wayfinding system to reduce confusion and improve the customer experience. A comprehensive, consistent wayfinding system makes it easier to find parking, especially for new visitors. The City may also engage with private parking owners to apply a consistent messaging across the system and strengthen the parking "brand". Providing real-time information may also help redistribute demand to underutilized facilities. It is recommended that the City consider implementing said wayfinding package prior to Main Street construction to get motorists in the habit of parking at off-street facilities.

## 3. IMPROVE MOBILITY OPTIONS TO REDUCE PARKING DEMAND + AUTOMOBILE DEPENDENCE

### 3.1 Continue to invest in Transportation Demand Management (TDM) practices.

The City of Burlington may continue to invest in Transportation Demand Management (TDM) practices to improve mobility, better manage transportation services, optimize investment in transportation facilities and services, and respond to growing concerns and a desire for environmentally and fiscally responsible transportation systems. As part of the Climate Action Plan adopted in 2013, the City of Burlington seeks a 10% reduction in vehicle miles of travel per capita by 2025. Some actions towards this goal have been pursued, like development of a bike and pedestrian plan, improvements to bike and pedestrian infrastructure, and adjustments to parking pricing. The City may wish to build upon these intiaitves and investigate the possibility of remote parking access to reduce the demand in the downtown core.

## 4. ENHANCE PARKING MANAGEMENT + OPERATIONS

### 4.1 Continue to invest and strategically implement an enforcement strategy to ensure equity across the system.

It is recommended that the City of Burlington continue to invest in resources to effectively enforce parking regulations. Enforcement is critical for the system to function effectively and equitably.

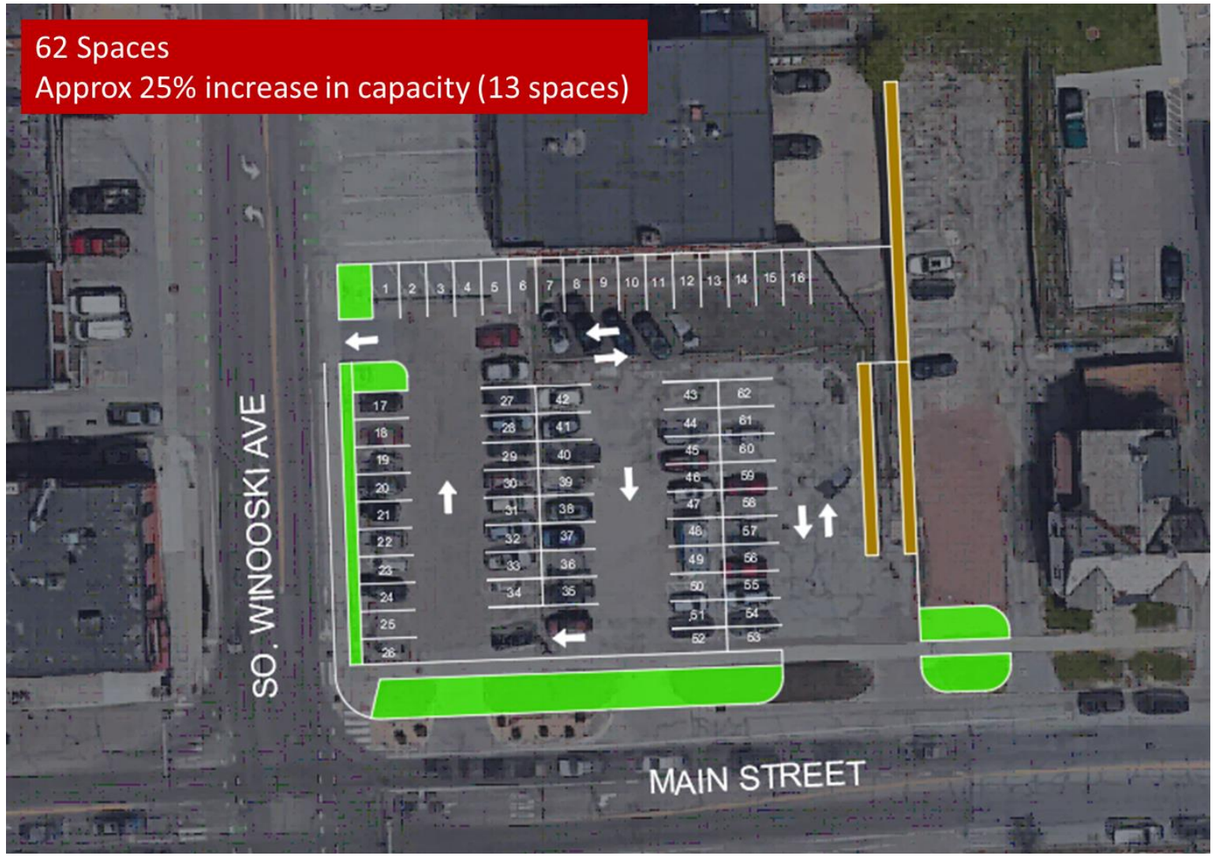
## 5. PROVIDE ADDITIONAL PUBLIC PARKING AS NEEDED

### 5.1 Consider a short-term reconfiguration of the Main Street lot to increase available public parking.

In efforts to provide additional supply to meet the high demand along the gateway blocks, the study team investigated the possibility of providing additional off-street facilities. As such, the Main Street lot located in the northeast corner of Main Street and South Winooski Avenue, was examined to determine if a reconfiguration of this lot could provide additional spaces while also reducing curb cuts to increase safety accessing and egressing the site. The current site is partially utilized by the Fire Department and there is a ramp down to the Fire Department that must remain.

In the event that that site is redeveloped, zoning prohibits the street frontage being used as parking and this lot is likely too small to make an upper level parking structure feasible (as it requires square footage for ramps). As a short-term solution, the City may wish to reconfigure the existing lot. Figure 54 shows a preliminary layout that reconfigurations the existing surface lot to maximize the number of spaces utilizing space currently used by the Fire Department. This layout also closes several of the curb cuts for more efficient access management. With a revised layout, capacity increased by 26% or 13 spaces.

**Figure 54.** Potential Short-Term Reconfiguration of Main Street Lot




### 5.2 Continue to strategically identify potential public parking supply in key locations.

As a long-term solution, there is the potential for combining parcels to create a larger development that could incorporate development at the street frontage and provide parking on other levels. The City may wish to work with future private developers of City-owned lots to maintain a certain amount of spaces for public parking. In order to conservatively absorb a loss of parking on Main Street as part of the Great Streets project and account for future growth in parking demand, it is recommended that any future developer maintain at least 100 public parking spaces.

# 07 CONCLUSIONS

**UTILIZATION**

- Parking utilization across the entire study area averages 67% during the weekday and 67% during the weekend. Parking utilization for the entire study area as a whole peaks from noon – 2PM during the week (72%) and from 6 PM -8 PM on the weekend (73%). At peak, there are hundreds of vacant parking spaces**.**
- On-street parking utilization for the entire study area peaks at 78% on weekdays 6-8 PM. On-street parking utilization for the entire study area peaks at 82% on weekends, from 2 PM – 4 PM and again from 6 PM – 8 PM. On-street parking averages 72% on the weekday and 77% on the weekend.
- Off-street parking utilization for the entire study area peaks at 51% on weekdays from 12 PM – 2PM and 45% on weekends from 6-8 PM. Off-street parking averages 29% on the weekday and 36% on the weekend.
- The discrepancy of utilization between on-street and off-street facilities may lead to the perception that there is not enough parking downtown as on-street spaces are more visible.
- As one may expect, parking utilization is highest surrounding the Church Street retail corridor from Cherry Street to Main Street.

**TURNOVER**

- The study area sees an average turnover rate of 64% on weekdays and 62% on weekends. The lowest turnover occurs at from 10 AM -12 PM during both the weekday and weekend. Highest turnover occurs from 4 PM – 6 PM on weekdays and 2 PM – 4PM on the weekend.
- On-street parking generally experiences higher turnover than off-street parking facilities due to metering. Turnover rates increase for both on-street and off-street facilities as the day goes on during the week whereas turnover rates generally decrease throughout the day during the weekend as more people are dining for dinner.
- Main Street experiences relatively high turnover during the weekdays and slightly less during the weekends.
- The lowest turnover (longest parking durations) typically occur on unrestricted blocks which include segments along King Street, Maple Street, Church Street, S. Winooski Street, and S. Union Street. Many of these segments also experience the some of study area's higher utilization rates throughout the day.
- The highest turnover (shortest parking durations) typically occur along short-term metered parking segments, indicating there is a mixture of general compliance and proper enforcement in these areas - with the exception of College Street from Church Street to So. Union where turnover rates are below 50% on the weekends.

**DEMAND**

- To account for COVID-19 aftereffects, a conservative 40% upwards adjustment was applied for off-street utilization in the peak period to reflect pre-pandemic conditions and assume a fully recovered system. Conversely, on-street facilities were not adjusted to reflect current revenue trends. These adjustment factors should be used to prepare for future development. The City of Burlington should continue to evaluate parking facility features like lighting, technology, and security to ensure the parking program stays efficient, safe, and reliable in a post-COVID world.

- It is unclear as to whether parking in Downtown Burlington will ever fully recover not only because of COVID-19 aftereffects (work from home) but also because of generational and technological shifts in addition to a focus on combating climate change via multimodal facilities and encouraging walking and biking rather than automobile use.

- To provide a conservative scenario that assumes a full recovery post COVID, a 40% adjustment factor was applied to all off-street parking facilities during the study area's peak period (average weekday 12-2 PM). During the peak period, 124 on-street parking spaces remain and there are 122 off-street parking spaces available within the "downtown core" area which totals to 246 available spaces. With the removal of 67 on-street parking spaces along Main Street, there are very few surrounding on-street parking spaces available to absorb that loss within the downtown core area. However, there are plenty of off-street parking facilities that can easily accommodate the loss of parking on Main Street.

- It is recommended that wayfinding strategies be improved and implemented to better inform parking availability, specifically at off-street facilities closer to Lake Champlain given the high utilization of off-street facilities at the gateway blocks (collecting vehicles traveling from I-89 and the universities). Since utilization is high at off-street facilities at the gateway blocks, the City may want to investigate the possibility of providing an additional off-street facility to increase utilization in this demand area.

## CONCLUSION

The continued availability of parking spaces suggests that that adding to the existing supply is not needed; however, there are parking corridors that are more popular due to their proximity to amenities and services. It is important to recognize that hot spots have an outsized impact on public perception of supply because high-demand parking spaces are the most convenient, familiar, and easiest to find locations.

The reduction in parking supply anticipated as a result of the Main Street Great Streets project can be accommodated in a partnership with off street parking lots in combination with shorter maximum parking times, higher rates and increased enforcement in high demand areas. The City of Burlington should continue to evaluate parking facility features like lighting, technology, and security to ensure the parking program stays efficient, safe, and reliable in a post-COVID world.

**Attachment B**

**Downtown Parking Study - Parking Advisory Committee Members**

Olivia Darisse, Public Works Engineer, Department of Public Works
Laura Wheelock, Senior Public Works Engineer, Department of Public Works
Charles Dillard, Principal Planner, Office of City Planning
Samantha Dunn, Assistant Director for Community Works, Community & Economic Development Office
Jeff Padgett, Division Director for Parking & Traffic, Department of Public Works
Kara Alnaswari, Director of Business & Workforce Development, Church Street Marketplace
Will Clavelle, Assistant Director of Business Development, Church Street Marketplace
Kelly Devine, Director, Burlington Business Association
Meg McGovern, Senior Associate, Donahue & Associates
Zandy Wheeler, Owner, Ski Rack

**CITY OF BURLINGTON**
**DEPARTMENT OF PUBLIC WORKS**

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www.burlingtonvt.gov/dpw

To: DPW Commissioners
Fr: Chapin Spencer, Director
Re: **DPW Director's Report**
Date: March 15, 2023

**GREAT STREETS – MAIN STREET UPDATE**
We are looking forward to briefing the Commission at this month's meeting on this major reinvestment project in our downtown. The public is welcome to come and participate in this discussion. For Main Street business stakeholders looking for additional engagement opportunities, there will be a business meeting on March 24. We are planning to be back to the Commission in April and May with specific parking regulation proposals for the Commission's consideration. More info: http://greatstreetsbtv.com/main-street or Olivia Darisse, odarisse@burlingtonvt.gov.

**PARKING SERVICES TOWING POLICY**
Parking Services staff will be bringing concepts to this month's meeting for modifying the City's policy for ticketing and towing under ordinance. There is no action requested this month – just input. We will be providing a short presentation on our ideas "Parking Ticket Reform: Progressive Penalty Structure" at the meeting and seeking your feedback. Your input will guide the revisions to the City's ticketing and towing policy and we will return to a future meeting with a specific proposal for your consideration. More info: Jeff Padgett, jpadgett@burlingtonvt.gov.

**WINTER MAINTENANCE:**
The freeze/thaw season is upon us – which requires our team to be focused on pothole repair. We are expecting receipt of another asphalt "hot box" trailer in the next week or two to supplement our pothole response. Resident requests for service can be routed through SeeClickFix or through Customer Service. More information: Rob Goulding, rgoulding@burlingtonvt.gov.

**RECYCLING TOTER CAMPAIGN:**
We have launched a broad educational campaign to get all recycling customers to be using covered, wheeled toters by May 1, 2023. The campaign includes postcard mailers, BED bill inserts, social media ads, Front Porch Forum posts and more. As you may recall, this is an effort to improve the safety of our recycling workers and cut down on windblown recycling litter in the City. More information: Rob Goulding, rgoulding@burlingtonvt.gov.

Please don't hesitate to reach out with any questions. See everyone next Wednesday.

**DEPARTMENT OF PUBLIC WORKS**
**645 PINE STREET**
**BURLINGTON, VERMONT 05401**
**COMMISSION MEETING MARCH 15, 2023**
**FINAL MINUTES**

For more information please go to:
https://www.youtube.com/watch?v=HZY_CEThUPY&list=PLljLFn4BZd2PwCge7lNoKug676jIf_iUA&index=1

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

ITEM 1 – CALL TO ORDER

Commissioner Hogan called the meeting to order at 6:33.

ITEM 2 – AGENDA

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

ITEM 3 – PUBLIC FORUM

There was no public forum at this meeting

ITEM 4 – CONSENT AGENDA

There were some changes to the minutes that have been made and are printed out at your place.

A Approval of Draft Minutes 2-15-23
B Complete Streets

Commissioner Barr made a motion to approve the agenda with the edits to the minutes
Commissioner Fox seconded

Commissioner Overby asked about the Complete Streets if Clarke Street would be done. Director Spencer stated we had three bidders this year, much more competitive than the two previous years, we hope to add Riverside not sure about Clarke Street. Associate Engineer Dora Bean stated if funding is available we will do Clarke Street. Commissioner Overby asked about a time frame if his would happen and was informed this would be at the end of summer after other work is completed.

Unanimous Approval

ITEM 5 – PARKING SERVICES ENFORCEMENT IN BPRW LOTS

Assistant Director Jeff Padgett stated that the Parks, Recreating and Waterfront Division and the parking services division are looking to combine – parking services will patrol the lots for PRW and ticket vehicles in their lots. Director Wight is trying to take the parking portion out of her authority and parking services is trying to get that authority for ticketing the parks area. There are two different ordinances that have to be approved for the changes to take place.

Commissioner Damiani asked about additional staffing and Assistant Director Padgett stated we have 14 position and 10 are filled that serve as parking agents and we are looking to get the other four position filled.

Commissioner Munteanu asked what the enforcement was like now and was informed that Parks does not enforce the parking in their lots. Questions about the ticket penalty versus civil ticket and the traffic ticket is more simple – appeals through the city process.

Commissioner Fox is supportive of this. She did ask about the lot at 194 St. Paul and was informed that it is a kiosk and there are 20 permits for that lot.

Commissioner Barr is supportive as well but stated make sure e car clear for enforcement. Assistant direct Padgett stated there will be kiosks at Leddy Park.

Commissioner O'Neil-Vivanco asked about if parks were setting the rates an Assistant Director Padgett stated that Parking will be running the show. Permits are digital in our system.

Commissioner Barr made a motion to accept as staff had presented
Commissioner Damiani seconded
Unanimous approval

ITEM 6 - PARKING FINE REFORM – INTRODUCTION

Assistant Director Padgett stated that we are working on parking fine reform – how to deal with parking infractions, meter violations, no parking and residential parking – the enforcement is not consistent. There are two levels for the framework for violations – Level 1 and Level 2 – which blocking a fire hydrant is definitely a level 2 in which the vehicle owner will be ticketed and have car towed.

Commissioner Munteanu asked how many how many violations are towed? Assistant Director that all tows are no parking – the different infractions and sometimes towed from street to street and to Spillane's.

Commissioner Barr stated there was too much giving being structured is good which is more receptive to Burlingtonians. Need to make sure the rules are clear to Burlingtonians.
Commissioner Padgett stated we are trying to get flexibility into parking there is no structure right now.
Commissioner O'Neill-Vivanco stated towing is not enforced on street and we need to have the public understand one ticket, car shall be ticketed and towed – the education piece needs to be thought through.
Commissioner Overby stated she commends the analysis of this and appreciated the focus on the education.
Commissioner Munteanu stated a 3-hour parking zone a car is left there for three and a half hours and towed for equity. Assistant director Padgett stated people hare towed every day challenging we are working through things. We need to educate the public better.

ITEM 7 – MAIN STREET GREAT STREETS UPDATE

Senior Engineer Laura Wheelock and Jennifer Conley from VHB came in with a power point presentation what went over the utilization of on street and off street parking on Main Street. They did a quick review of the ownership and availability of parking in these lots, the review of parking rates, the adjustment made o COVID 19 adjustments, the downtown core demand and the potential strategies on this project.
Commissioner Fox stated the Wayfinding signage to the garages for people to use and lowering the prices for the garage. Safety and security is an issue some people do not feel safe using the parking garages.
Senior Engineer Laura Wheelock stated there have been lighting improvements.
Commissioner Barr stated this was a very detailed study – increase price of parking in downtown to dissuade parking. Employee parking?
Director Spencer stated that there is free employee parking for specifics employees in the parking garage.
Commissioner Barr stated Wayfinding is important.
Commissioner O'Neill-Vivanco stated there needs to be better wayfinding, safe and security lots, better signage for exiting the garage,
Commissioner Damiani asked why Main Street Landing lot was no included in this.
Senior Engineer Wheelock stated that there are still some leases in that parking area.
Commissioner Overby stated that wayfinding is an issue for the garages.

ITEM 8 - DIRECTOR'S REPORT

Director Spencer stated there was a parking ban tonight
Champlain Parkway construction is about to restart mid-April
We are going in front of City Council and Board of Finance for the paving and sidewalk repairs contract.

ITEM 9 – COMMISSIONER COMMUNICATIONS

Commissioner Munteanu stated he is excited for the project, parking projects and modes of travel in Burlington, GMT transit update.
Director Spencer stated that of Pearl Street is being repaired, bike lanes are being added to Plattsburg Avenue, North Champlain Street 2 was cycle track we are looking for grants to help pay for these, Champlain Parkway is going to be a shared use path and sidewalk. Bike Share is coming back
Commissioner Damiani asked about a target number for toters – put stickers on the bins earlier to let people know that they will no longer be picked up.
Communications Specialists Rob Goulding stated that the plan might not go out in May; once snow stops flying, we will do the stickers. We have social media ads coming up about the new toters that will be required.
Commissioner Barr stated that the neighborhood in the Old East End they are trying to make it a safe place, looking at traffic calming and doing walk audits
Commissioner O'Neill-Vivanco stated thanks for snow removal, the Overlake Park sidewalk could use some love.
Commissioner Overby attended the Ward 2 and 3 NPS meeting in which there was a table for each department that had commissions to explain what each of their commissions did. Private plowing companies are plowing snow across the road.
Commissioner Hogan stated post cards in mail for toters.
Parking ban for March 4th how did that go. Director Spencer stated they towed over 200 cars.

ITEM 10 – ADJOURNMENT & NEXT MEETING DATE – APRIL 19, 2023

Commissioner Barr made a motion to adjourn
Commissioner O'Neill-Vivanco seconded
Unanimous approval

Meeting adjourned at 9:07 p.m.