



**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
January 18, 2023
6:30 p.m.**

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 12-21-22
 - B Pine Street & Cherry Street All Way Stop
 - C King Street 30 Minute Parking
- 5 30 Min 194 Redrock Dr – Appeal
 - A Communication, W. Ward, B. Biggie & K. Ianelli
 - B Communication , Appellant
 - C Commissioner Discussion
 - D Public Comment
 - E Action Requested – Vote
- 6 15 Min North Winooski Avenue Parking Regulatory Changes
 - A Communication, P. Peterson & C. Spencer
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested – None
- 7 10 Min Director’s Report
- 8 10 Min Commissioner Communications
- 9 Executive Session for Appeal
- 10 **Adjournment & Next Meeting Date – February 15, 2023**



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

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

Commissioner Absent: Commissioner Fox

ITEM 1 – CALL TO ORDER

Commissioner Hogan called the meeting to order at 6:34 p.m.

ITEM 2 – AGENDA

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

ITEM 3 – PUBLIC FORUM

Filipe Hoyos asked if the parking issue on Main Street was taken off and then re-added does not want to sacrifice other modes of transportation.

ITEM 4 – CONSENT AGENDA

- A Approval of Draft Minutes 11-16-22
- B 197 North Willard Street ADA Spot Removal
- D Hyde Street ADA Spot Removal

Commissioner Munteanu made a motion to pass Consent Agenda with
Commissioner Barr seconded
Unanimous approval

ITEM 5 – GREAT STREETS MAIN STREET INTERSECTION CONTROL DISCUSSION AND GENERAL PROJECT UPDATES

Senior Engineer Laura Wheelock introduced Jen Connelly of VHB Consultants who will give an overview of the Main Street project. Also, there is ravine work continuing on this project.

Jen Connelly stated they were looking to create streets that are walkable, bikeable, sustainable, vibrant and functional. We will prioritize safety for all users. Traffic speeds will be reduced to 20 miles an hour.

We will evaluate right of way impacts, building structure impacts, bike and pedestrian operations, activation space impacts, heat island impacts, safety impacts and traffic operations.

Our study included reviewing the use of roundabouts versus traffic signals. Mini roundabouts are 80-foot diameter circulation and standard are 110-foot diameter – but we have to keep in mind the truck traffic if these are used. Traffic signals will be two lane cross section with turn lanes, two phase signal operations, concurrent Peds with leading indication and optimize the traffic in a.m. and eastbound in the p.m.

In presentation, we have a comparison for roundabouts versus traffic signals. In the end, it was found that traffic signals are a better alternative for this corridor.

Commissioner Munteanu stated that South Winooski Avenue and Main Street is one of the most dangerous how does roundabout versus signalization consider traffic moving on cross streets. Jenn stated that they did modelling not processing the side streets for through route. Overall safety is a narrow curb cut width on side streets – speed reduction will help safety.

Commissioner Barr stated the slowing traffic to 20mph that a roundabout in this area would not be safer for bicyclists in the area but slowing traffic will be a help.

Commissioner O'Neill-Vivanco asked if there were stats available for So. Winooski Avenue since the restriping. Commissioner O'Neill-Vivanco stated it feels safer. I would also like to know if you have any information on the impacts of Pine and Battery Street, St. Paul Street and South Winooski Avenue. Would like communication on traffic narrowing and how it is going to work.

Senior Engineer Laura Wheelock stated we could check into it. Senior Engineer stated that are 35' in parked areas and crosswalks are 30' in general.

Commissioner O'Neill-Vivanco stated 2 phase signal operation pedestrian and light turns pedestrians have a comfortable lead. Would like to see if Church Street possible roundabout trying to situate somewhere in corridor.

Commissioner Overby had asked several questions about the design for the Main Street. She stated that one of the safest places for pedestrians to cross is at Pearl and Winooski Avenue where all vehicles stop and then pedestrians can cross in all directions.

Commissioner Overby also asked what the current average speed was and was informed 24 mph. Commissioner Overby asked if there was a projected increase in traffic. Jenn advised that the traffic numbers were higher than expected.

Jenn advised they were still we are still fine-tuning the details of this project.

Commissioner Damiani asked at the cross streets is it a seven second same for cross streets. Jenn Connelly stated yes, there would be the 7-second delay.

Senior Engineer Laura Wheelock stated that staff would be recommending all signals on Main Street.

Commissioner Hogan asked about micro tunneling. Senior Engineer Laura Wheelock stated this was not her strong point but he was talking about the ravine work being done for this project. Commissioner Hogan stated the Shelburne Road roundabout was fantastic for vehicles. He asked about safety of bicyclists.

Filipe Hoyos stated this was an excellent presentation – signalized is the best option for streets. Had asked if the designers thought about raising the intersection to prevent any collisions. I am an advocate of raised intersections to slow traffic.

Michael Arnold supports the raised intersections as well. Asked about transit-signalized times. Senior Engineer Laura Wheelock stated they were working with GMT on consolidated stops and make sure it is covered.

Senior Engineer Laura Wheelock stated that the preliminary plans will be posted on the great streets website – comments coming in.

Design team is on hold until mid-January and we will look at the concerns brought up. Final plants will be out to bid in June with September for a construction start date.

ITEM 6 - DIRECTOR'S REPORT

Thank you Commission for being here and listening to this item. We are moving ahead with talks with CSWD for the possible purchase of the Flynn Avenue parcel and if purchased the city will do their own soil management. Also the possibility of another drop off center for the citizens of Burlington

GMT budget FY245 is underway.

Also listened to the project updates.

ITEM 7 – COMMISSIONER'S COMMENTS

Commissioner Damiani stated the winter storm cleanup was very good. Was wondering about the communication for winter parking. Do we collect data on why the message was missed?

Information Officer Rob Goulding explained all the ways of reaching out to residents on the winter parking ban. The parking ban lights are on by 3:00 p.m.

Commissioner Overby asked about the status on the repair in the Marketplace Garage. She also asked about if there was free parking in the Marketplace Garage. She also noticed that Bank Street was made one way.

Director Spencer stated that the parking on Bank Street where the meters were removed the spaces are paid by the contractor because of the encumbrance permit. A second request will be coming up.

Commissioner Munteanu stated the response for the storm was outstanding. The main bicycling corridors were all done. Hope to see it kept up.

Commissioner Barr stated the clean up was good but had questions about the bollards at bump out intersections. The ones on Chase Street are all gone. Are they doing a permanent bump out? Director Spender stated they are evaluating that intersection but they will be reinstalled in the spring.

Commissioner O'Neill-Vivanco asked about the snow ban e mail. UVM also lets students know. Information Officer Goulding stated that they would reach out to the younger crowd about via Instagram as younger people seem to be on Instagram instead of Facebook.

Commissioner O'Neill-Vivanco asked if meters could be added on Union Street near the old YMCA.

Thank you for the flashing beacon at Main and Summit Streets appreciate it.

Commissioner Hogan stated he received a complaint from someone about a sketchy left urn coming down Ledge Road, this was apparently on the old maps when looked up. I looked up and the maps have been changed. There is concern about the white crosswalk markings were torn up and gone already.

Director Spencer stated they noticed this issue and will be contacting the state and the contractor to get this fixed in the spring.

Recycling and trash toers are being put back in the bike lanes, please fix this.

Protected bike lane on North Union Street, can we reinstall the bollards.

Director Spencer stated we are seeking to install a two-way bike lane on Champlain Street with curbing. We are struggling with staffing.

ITEM 8 – ADJOURNMENT & NEXT MEETING JANUARY 18, 2023

Commissioner Barr made a motion for adjournment
Commissioner O'Neill-Vivanco seconded
Unanimous approval

Meeting ended at 8:36 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

Memo

Date: January 18th, 2023

To: Public Works Commission

From: Madeline Suender, Associate Transportation Public Works Engineer
Phillip Peterson P.E., Public Works Engineer

CC: Chapin Spencer, Director of Public Works
Norman Baldwin P.E., Assistant Director of Public Works/City Engineer

Subject: All-Way Stop at Pine Street and Cherry Street

Recommendations:

Staff recommend the DPW Commission approve, (see Attachment-1):

Section 3 Stop sign locations.

Stop signs are authorized at the following locations:

- (124) At the intersection of Pine Street and Cherry Street, causing all traffic ~~on Pine Street~~ to stop.

Purpose & Need:

The purpose is to provide an all way stop condition at the Pine and Cherry Intersection. The need is to align with Manual on Uniform Traffic Control Devices (MUTCD) Stop Sign Warrants and provide a safe intersection.

Project Checklist:

	N/A	Yes	No	Reference
Aligns with MUTCD standards and/or established City Policy?		X		MUTCD Chapter 2B. Regulatory Signs, Barricades, and Gates
Aligns with City plans?		X		Traffic Impact Study
Followed Public Engagement Plan?		X		These Traffic Regulation changes are defined as an INVOLVE project in the Public Engagement Plan (PEP).

Background:

This recommendation comes from the final Traffic Impact Study recommendation from the Development Review Board approved plan for the Burlington City Place Project. This Study shows an all way stop at this location is warranted based on the MUTCD Warrants once the final design is constructed.

In the interim, this intersection will serve as the construction entrance for the Burlington City Place Project (see Attachment 1). The stop sign instillation at this stage of the project will help all road users to safely navigate the intersection with limited line of site due to the construction fence.

Summary and Conclusion:

According to the MUTCD, multiway stop control can be useful as a safety measure at an intersection if certain traffic conditions exist. The approved Traffic Impact Study showed these warrants have been met. The Approved Traffic Control Plan through construction also shows an all way stop condition is needed. The proximity to the Downtown Burlington High School, heavy truck traffic due to City Place construction, and proximity to Downtown were all considered. Consequently, DPW Staff recommend the DPW Commission approve an all way stop condition at the Pine Street and Cherry Street intersection.

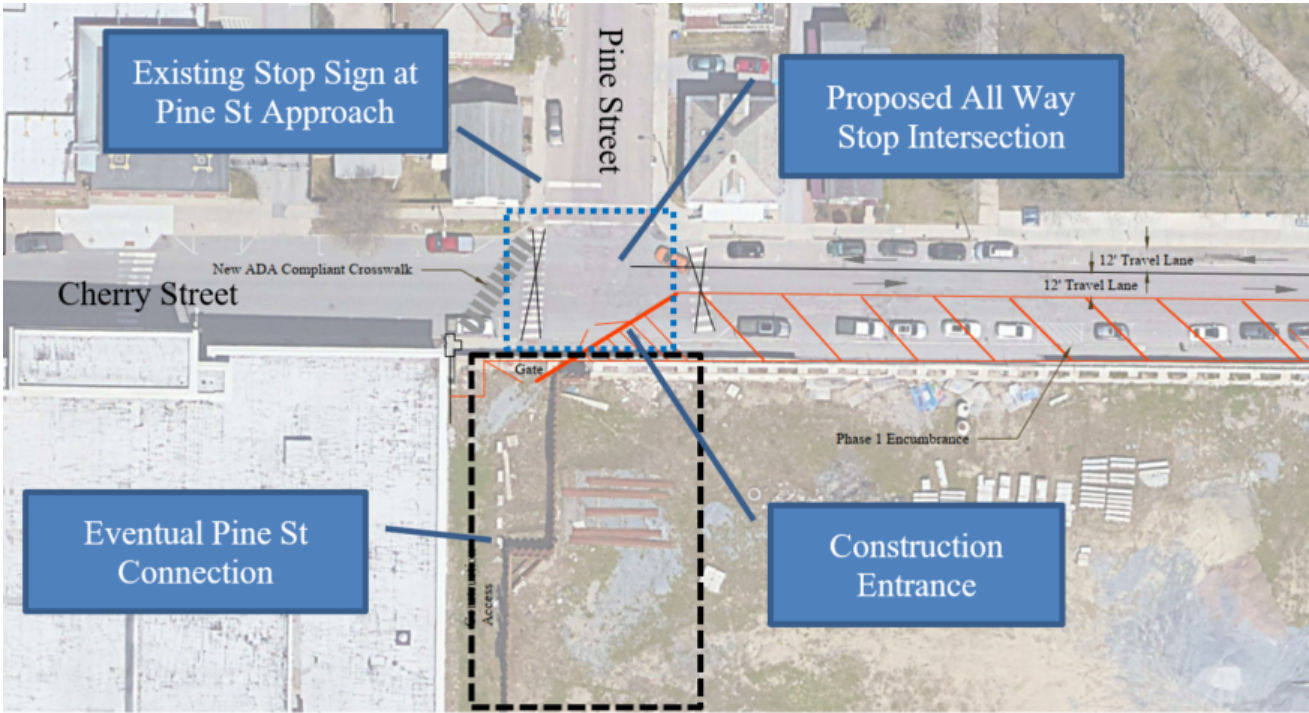
Public Engagement:

In preparation for the 1/18/23 DPW Commission Meeting, Staff distributed flyers and emails to residents/businesses in the vicinity of the Pine/Cherry intersection as well as Green Mountain Transit. Staff received no comments.

Attachments:

1. Site Map
2. Traffic regulation.

Attachment 1: Site Map



Attachment 2:

CITY OF BURLINGTON

In the Year Two Thousand Twenty-three

A Regulation in Relation to

Rules and Regulations of the Traffic
Commission—
Section 3 Stop sign locations.

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 3, Stop sign locations, of the Code of Ordinances of the City of Burlington is hereby amended as follows:

Section 3 Stop sign locations.

Stop signs are authorized at the following locations:

(1)-(123) As written.

(124) At the intersection of Pine Street and Cherry Street, causing all traffic ~~on Pine Street~~ to stop.

(125)-(319) As written.

** Material stricken out deleted.

*** Material underlined added.



City of Burlington
Department of Public Works

Technical Services Engineering Division
645 Pine Street, Suite A
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P 802-863-9094 / F 802-863-0466 / TTY 802-863-0450
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Memo

Date: January 18, 2023

To: Public Works Commission

From: Dora Bean, Associate Public Works Engineer

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

Subject: King St. Thirty-Minute Parking

Staff recommends the DPW Commission remove (see Attachment-1):

17 Designation of parking meter zones.

Thirty (30) minute zones. The following streets or portions of streets are hereby designated as thirty (30) minute parking meter zones:

- On the south side of King Street in the first space west of South Champlain Street.
- On the north side of King Street in the first space west of South Champlain Street.

Purpose & Need:

The purpose of this request is to reallocate two thirty-minute parking spaces, near 41 Kings Street, to three-hour parking spaces. As there is no longer a business near these two spots, reallocating the spaces to three hour parking would allow local residents and businesses to utilize the parking spots for longer periods of time.

Project Checklist:

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

Summary and Conclusion:

The request aims to reallocate two thirty-minute parking spaces, near 41 Kings Street, to three-hour metered parking spaces. As there is no longer a business near these two spots, reallocating the spaces to three hour parking would allow local residents to utilize the parking spots for longer periods of time. Consequently, staff recommend the commission approve the reallocation of the two spaces to three-hour metered parking spaces.

Public Engagement:

In preparation for the 1/18/23 DPW Commission Meeting, Staff distributed flyers to residents on King Street, near the parking spaces. No public correspondence was received in response.

Site Map:



The thirty-minute spots to be
converted to three-hour
parking



Attachments:

1. Traffic regulation.

CITY OF BURLINGTON

In the Year Two Thousand Twenty-two

A Regulation in Relation to

Rules and Regulations of the Traffic
Commission—
Section 17. Designation of parking meter
zones.

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

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: _____

That Appendix C, Rule and Regulations of the Traffic Commission, Section 17, Designation of parking meter zones, of the Code of Ordinances of the City of Burlington is hereby amended as follows:

Section 17 Designation of parking meter zones.

(a) As written.

(b) Thirty (30) minute zones. The following streets or portions of streets are hereby designated as thirty (30) minute parking meter zones:

(1)-(2) As written.

(3) ~~On the south side of King Street in the first space west of South Champlain Street.~~ Reserved.

(4)-(22) As written.

(23) ~~On the north side of King Street in the first space west of South Champlain Street.~~ Reserved.

(24)-(27) As written.

(c)-(g) As written.

** Material stricken out deleted.

*** Material underlined added.



Permitting and Inspections Department
645A Pine St, PO Box 8
Burlington, VT 05402-08
VOICE (802) 863-04
FAX: (802) 652-42

To: Public Works Commission
From: W.W. William Ward/Director of Permitting and Inspections
Date: January 12, 2023
Property Address: 194 RedRock Drive Burlington
Known as 161 Austin Drive Unit 106 Prior to E-911 name change
Description: Residential Condo Unit
Appellant: Annette Urbschat and
Daniel Weiss
Date of Appeal: January 11, 2023
Subject of Appeal: Requirement for escape window

Code Section subject to appeal (attachment #1)

NFPA 101: 24.2.2.3.3 - Secondary Means of Escape – Egress Windows

An outside window or door operable from the inside without the use of tools, keys, or special effort and shall provide a clear opening of not less than 5.7 square feet for new windows. The width shall be not less than 20 inches and the height shall be not less than 24 inches. The bottom of the opening shall be not more than 44 inches above the floor.

Such means of escape shall be acceptable where one of the following criteria is met:

- (1) The window shall be within 20 feet of the finished ground level.
- (2) The window shall be directly accessible to fire department rescue apparatus as approved by the authority having jurisdiction.
- (3) The window or door shall open onto an exterior balcony

Code Section Summary: In a fire, when you need to escape, you need to have two ways out of every room in case the primary egress/exit route becomes blocked or when rescue personnel need to enter - the right size egress window can make the difference between life and death. The larger size window is not just for the occupants to escape, but also for emergency personnel, in full turnout gear, to enter and exit for rescue of trapped occupants in the event of an emergency. The area in question is a second floor over a garage with one door/stairway to the exit on the ground floor and an existing window that is smaller than the escape window requirements.

Timeline of Activity

March 13, 2008 – Building permit #08-133237 (attachment #2) was issued by Building Official John Rasys with a description "Add two skylights and 4 exhaust vents to building exterior of a multi-family building." The conditions of the permit note "*All work performed by the applicant shall comply with the codes and ordinances of the City of Burlington. This permit authorizes the applicant to proceed with the work described above in accordance with these codes. This permit shall not be construed as authority to violate, cancel or set aside any of the provisions of the codes. The applicant must contact the department to schedule inspections of the work and obtain final project approval*"



Permitting and Inspections Department

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FAX: (802) 652-42

Three boxes are checked at the bottom of building permit #08-133237 noting:

- ✓ Call for a rough inspection
- ✓ Call for a final inspection
- ✓ A Certificate of Occupancy is required before the structure is occupied as the result of an approved final inspection.

March 28, 2008 – Building permit #08-133626 (Attachment #3) was issued by Building Official Ned Holt with a description “Amend BP RSN 167105 to include one skylight and converting the area over the garage into Yoga Studio.” (BP RSN 167105 represents the Row Sequence Number for the permit issued on 3-13-2008 which is building permit #08-133237)

The conditions of the permit note *“All work performed by the applicant shall comply with the codes and ordinances of the City of Burlington. This permit authorizes the applicant to proceed with the work described above in accordance with these codes. This permit shall not be construed as authority to violate, cancel or set aside any of the provisions of the codes. The applicant must contact the department to schedule inspections of the work and obtain final project approval”*

Three boxes are checked at the bottom of building permit #08-133626 noting:

- ✓ Call for a rough inspection
- ✓ Call for a final inspection
- ✓ A Certificate of Occupancy is required before the structure is occupied as the result of an approved final inspection.

March 28, 2008 - Electrical permit # 08-133627 (Attachment #4 was issued by Electrical Inspector Shelly Warren with a description “Install new wiring for yoga space over the garage, including lights, receptacles, switches, AFCI and GFCI protection, smoke and CO detection. All per NEC 2005.

The conditions of the permit note “All work performed by the applicant shall comply with the codes and ordinances of the City of Burlington. This permit authorizes the applicant to proceed with the work described above in accordance with these codes. This permit shall not be construed as authority to violate, cancel or set aside any of the provisions of the codes. The applicant must contact the department to schedule inspections of the work and obtain final project approval”

Two boxes are checked at the bottom of electrical permit #08-133627 noting:

- ✓ Call for a rough inspection
- ✓ Call for a final inspection

March 28, 2008 – Zoning Permit 08-500CA was given final approval for Adding two skylights and 4 exhaust vents to the exterior of the building. The site plan approves a new family room above the garage with 270 square feet of finished space.



Permitting and Inspections Department

645A Pine St, PO Box 8
Burlington, VT 05402-08

VOICE (802) 863-04

FAX: (802) 652-42

December 14, 2022 – Building Official Kim Ianelli inspected the finished space over the garage at the request of the property owners. Inspector Ianelli found the existing window was smaller than escape/egress window requirements.

December 19, 2022 – Property owners email Inspector Ianelli to disagree with her assessment and asked about who to speak with to request relief.

December 30, 2022 Property owners contacted Director Ward to state their concerns about conflicting code requirements between the Department of Permitting and Inspections office and the Burlington Fire Marshal's office.

January 6, 2023 –Director Ward had a phone call with the property owners to discuss findings of his review of the decisions of the DPI Building Official and the Fire Marshal's office. Director Ward affirmed that the egress window was a requirement for both departments even though it is not specifically stated in the Fire Marshal's report.

January 11, 2023 –Property owners request their appeal be heard by the Department of Public Works Commission.

Summary The National Fire Protection Association, NFPA Code section is clear that the escape window is required as a secondary means of escape in this case.

The property owners are asking for an appeal of the escape/egress window requirement because the fire inspection report from December 13, 2022 does not state a requirement for the escape windows. The Assistant Fire Marshal has informed Director Ward that he was aware there were open permits in addition to the deficiencies he listed. He affirm that an escape window would be required at the time of sale for the area above the garage to be accepted as a sleeping area or living area. The open zoning and building permits for this property recognize the space above the garage as habitable space which would allow it to be a sleeping area or living space.

The property owners believe the city should have notified them there were open permits but the permits themselves state "The applicant must contact the department to schedule inspections of the work and obtain final project approval." The 2008 building permit records show no signatures or notes to indicate an inspection was called for or conducted on either 2008 permit. The 2008 Electrical permit contains notes that indicate a rough inspection and a final inspection were completed for the electrical work. The electrical permit for the project is closed.

Requested action from the Public Works Commission

Uphold the staff decision that the VT Fire & Building Safety Code specific to 2015 NFPA 101 Life Safety Code was interpreted correctly and the escape window is required for habitable space over the garage at 194 Redrock Drive.

Appeal from Property Owners

From: Annette Urbschat <sundancestudiovt@gmail.com>

Sent: Thursday, January 12, 2023 4:54 AM

To: Brad Biggie <bbiggie@burlingtonvt.gov>; Danny Weiss <DSW007@protonmail.com>; William Ward <wward@burlingtonvt.gov>; Chapin Spencer <cspencer@burlingtonvt.gov>

Subject: Re: Considering appeal option

[WARNING]: This email was sent from someone outside of the City of Burlington.

Hello Bill,

The main reason we are considering appealing is that our fire inspection report from December does not require us to install a new window.

What would have happened if there was not an open permit at that time is anyone's guess, but we have an official report from Chris Fran's as well as his unprompted verbal statement that an egress window would not be required in our case due to the use.

We also feel the city was neglectful on numerous occasions, including when approving our building plans in 2008, without requiring we add an egress window.

Danny has reached out to public works in regards to our permits numerous times during the pandemic and never received a return phone call. We did not learn about the existence of the online portal until December 2022!

We feel we had a reasonable expectation that the city would have notified us of any outstanding issues some time between 2008 and 2022.

Dealing with these major issues so close to closing has been stressful and costly. We feel the city owes us remediation.

I will discuss with Danny today, if we will go forward with an appeal.

Thank you for your ongoing guidance,

Annette



Vermont Department of Public Safety

DIVISION OF FIRE SAFETY

1311 US Route 302, Suite 600 Barre, Vermont 05641
800-640-2106 www.firesafety.vermont.gov



CODE INFORMATION SHEET

Based on the 2015 edition of the Vermont Fire and Building Safety Code, NFPA 101 and NFPA 1

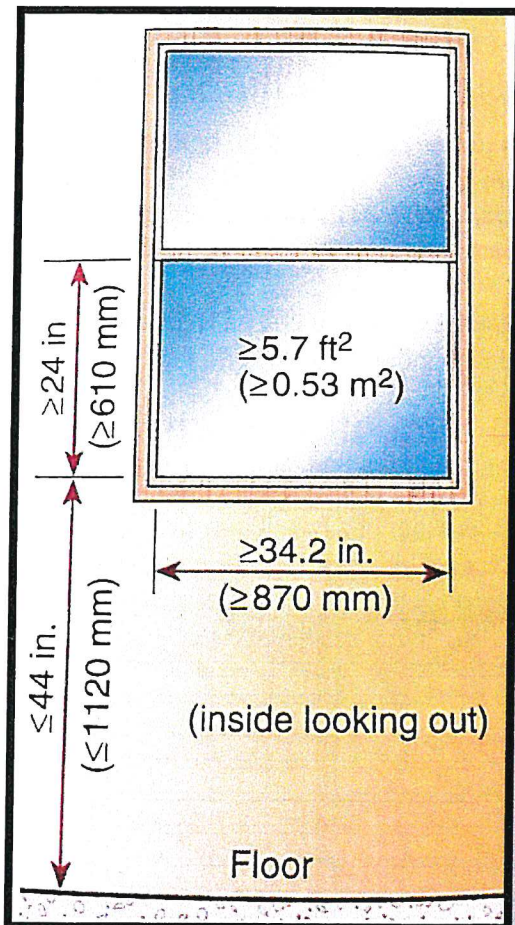
SECONDARY MEANS OF ESCAPE EGRESS WINDOWS

The purpose of the secondary means of escape is to provide an occupant with an alternate escape route when fire or smoke blocks the primary means of escape from the dwelling unit.

Few of us think of windows as lifesaving equipment - but they are!

In a fire, when you need to escape, you need to have two ways out of every room in case your primary escape route becomes blocked or when rescue personnel need to enter - the right size egress window can make the difference between life and death.

Make sure all doors and windows that lead outside open and are not blocked by furniture.



NFPA Life Safety Handbook Exhibit 24.4

Requirements of the Vermont Fire and Building Safety Code

Secondary Means of Escape - EGRESS WINDOWS NFPA 101: 24.2.2.3.3

An outside window or door operable from the inside without the use of tools, keys, or special effort and shall provide a clear opening of not less than 5.7 square feet for new windows.

The width shall be not less than 20 in. and the height shall be not less than 24 in. The bottom of the opening shall be not more than 44 in. above the floor.

Such means of escape shall be acceptable where one of the following criteria is met:

- (1) The window shall be within 20 ft. of the finished ground level.
- (2) The window shall be directly accessible to fire department rescue apparatus as approved by the authority having jurisdiction.
- (3) The window or door shall open onto an exterior balcony.

Existing Means of Escape - EGRESS WINDOWS NFPA 101: 24.2.2.3.3.1

The clear opening of an existing means of escape (escape window) under 24.2.2.3.3 shall be:

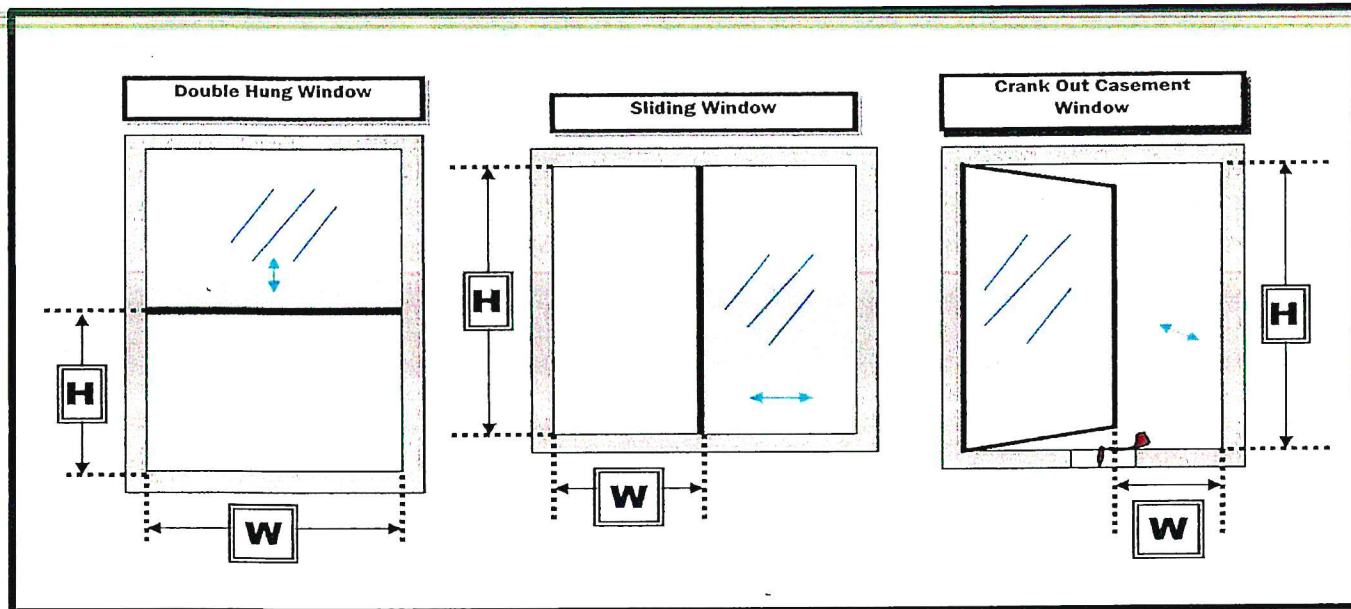
- 1) Opening sash for a wood, vinyl, aluminum or fiberglass framed window shall be a minimum of 20" X 24" (3.3sq ft) with a total clear opening area of not less than 5 square feet.
- 2) Opening sash of a steel framed window shall be a minimum of 20" X 24" with at least one dimension exceeded to provide not less than 5.0 square feet of net free opening.

Use the worksheet on the back of this sheet to determine whether your window meets the requirements for second means of escape.

Continued on PAGE 2



The code requires that every sleeping room, living area or school classroom must be provided with a secondary means of escape. That means at least one operable window or exterior door that leads to the outside and is approved for emergency egress or rescue.



1. Measure the openable height [H] _____" Is the clear openable height at least 24 inches? Yes ☐ No ☐
2. Measure the openable width [W] _____" Is the clear openable width at least 20 inches with the window fully Open? Yes ☐ No ☐
3. Check opening area [H] _____ X [W] _____ = _____ / 144 = _____ sq. ft.
4. Measure from the lower window sill to inside finished floor _____" Is the it 44 inches or less ? Yes ☐ No ☐
5. Measure from the outside window sill to ground level _____" Is the it 20 feet or less ? Yes ☐ No ☐

Special Notes:

Most off the shelf awning and crank out casement windows are not designed to be used as an egress window, when the window opens the sweep of a casement window may impede on the clear opening. These windows may require adding specialized hardware which allows the window to not only swing open, but also swing away. These windows must be fully open when taking measurements.

If you have bars or covers over the window it is allowable, but they must be operable from the inside without the use of special tools or keys. An air conditioner maybe Located in a window where a single egress window is provided unless air conditioners are permanently installed, securely fastened or older heavy unit is installed.

Location	Height	X	Width	=	Total square in.	Meets requirements Y/N
Bedroom #1						
Bedroom #2						
Bedroom #3						
Bedroom #4						
Living Area						
Family Room						
Other Room 1						
Other Room2						
Basement Room						



Department of Public Works

BUILDING PERMIT

645 Pine Street, Suite A

P.O. Box 849, Burlington, VT 05402

Telephone (802) 863-9094/ Fax (802) 863-0466

Working Together for Burlington - Preserving, Improving our Community

Permit No: 2008 133237 00000 BP

Fees

\$45.50

Admin Fees \$0.00

Recording Fees \$0.00

\$45.50

Date: 3/13/2008

Street Address: 161 AUSTIN DR Unit 106

Estimated Cost \$ 6,500 Construction Starting Date: 3/13/2008

Owner

Tel No: (802) 000-0000

DANIEL WEISS

161 AUSTIN DR UNIT 106

Burlington, VT 05401

General
Contractor

Tel No: (802) 000-0000

ANNETTE M URBSCHAT

161 AUSTIN DR UNIT 106

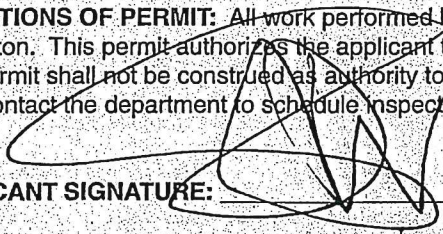
Burlington, VT 05401

DESCRIPTION OF WORK

CODE ID: Alteration/Remodeling/Repairs/Co

add two skylights and 4 exhaust vents to the building exterior of a multi-family building.
two dryer vents and stove exhaust

CONDITIONS OF PERMIT: All work performed by the applicant shall comply with the codes and ordinances of the City of Burlington. This permit authorizes the applicant to proceed with the work described above in accordance with these codes. This permit shall not be construed as authority to violate, cancel or set aside any of the provisions of the codes. The applicant must contact the department to schedule inspections of the work and obtain final project approval.

APPLICANT SIGNATURE: 

LICENSE #:

- ☐ CALL FOR FOUNDATION INSPECTION
- ☒ CALL FOR ROUGH FRAMING OR ROUGH-IN INSPECTION
- ☒ CALL FOR FINAL INSPECTION
- ☒ A CERTIFICATE OF OCCUPANCY IS REQUIRED BEFORE THIS STRUCTURE IS OCCUPIED AS THE RESULT OF AN APPROVED FINAL INSPECTION


Inspector

Date

3-13-08



Department of Public Works

BUILDING PERMIT

645 Pine Street, Suite A

P.O. Box 849, Burlington, VT 05402

Telephone (802) 863-9094/ Fax (802) 863-0466

Working Together for Burlington - Preserving, Improving our Community

Permit No: 2008 133626 00000 BP

Fees	
	\$31.50
Admin Fees	\$0.00
Recording Fees	\$0.00
	\$31.50

Date: 3/28/2008

Street Address: 161 AUSTIN DR Unit 106

Estimated Cost \$ 4,500 Construction Starting Date: 3/28/2008

Owner

Tel No: (802) 000-0000

DANIEL WEISS
161 AUSTIN DR UNIT 106
Burlington, VT 05401

Owner/
Contractor

Tel No: (802) 000-0000

DANIEL WEISS
161 AUSTIN DR UNIT 106
Burlington, VT 05401

DESCRIPTION OF WORK CODE ID: Alteration/Remodeling/Repairs/Co

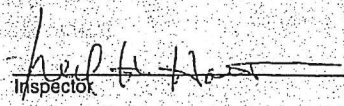
Amend BP RSN 167105 to include one sky light and converting area over garage into YOGA Studio.

CONDITIONS OF PERMIT: All work performed by the applicant shall comply with the codes and ordinances of the City of Burlington. This permit authorizes the applicant to proceed with the work described above in accordance with these codes. This permit shall not be construed as authority to violate, cancel or set aside any of the provisions of the codes. The applicant must contact the department to schedule inspections of the work and obtain final project approval.

APPLICANT SIGNATURE: 

LICENSE #:

- ☐ CALL FOR FOUNDATION INSPECTION
- ☒ CALL FOR ROUGH FRAMING OR ROUGH-IN INSPECTION
- ☒ CALL FOR FINAL INSPECTION
- ☒ A CERTIFICATE OF OCCUPANCY IS REQUIRED BEFORE THIS STRUCTURE IS OCCUPIED AS THE RESULT OF AN APPROVED FINAL INSPECTION


Inspector

3-28-08
Date

ANY MODIFICATIONS OR DEVIATIONS FROM THESE PLANS
REQUIRE ZONING APPROVAL PRIOR TO CONSTRUCTION.
ALL ERRORS IN DIMENSIONS, PLANS OR DETAILING ARE
FULLY THE RESPONSIBILITY OF THE APPLICANT/OWNER.

SIGNED

~~DATE~~

PLANNING & ZONING DEPARTMENT
BURLINGTON, VERMONT

ABOVE GARAGE

199 中

2 SKYLIGHTS

Finish ²⁷²~~260~~ sf
in garage.
23'-0"

17'-8"

53"

40th 38th

NEW "MUD" ROOM

16' CEILING WITH SKYLIGHT

73

OPEN TO
EXISTING
RESIDENCE

EXISTING WINDOW

NOTES

STAIRS

RISE : 7 3/4"

TRENDS: 10 3/4%

EXTERIOR DOOR
1ST FLOOR INTO
GARAGE

WEISS-URBESCHAT
RESIDENCE
161 AUSTIN DR.
UNIT 106
BURLINGTON

3/28/08

SCALE $3/8" = 1'$

PLEASE DO NOT WRITE IN THE SPACES BELOW

INSPECTIONS

[illegible]

REMARKS

[illegible]

"I hereby certify that I have inspected the work herein described and have approved the same."

INSPECTOR _____ Date Approved _____

CASH #4



Permit No: 20 08 133627 00000 EP

Department of Public Works

ELECTRICAL PERMIT

645 Pine Street, Suite A

P.O. Box 849, Burlington, VT 05402

Telephone (802) 863-9094/ Fax (802) 863-0466

Working Together for Burlington - Preserving, Improving our Community

Fees

\$20.00

Admin Fees \$0.00

Recording Fees \$0.00

\$20.00

Date: 3/28/2008

Street Address: 161 AUSTIN DR Unit 106

Estimated Cost \$ 2,400

Construction Starting Date: 3/28/2008

Owner

Tel No: (802) 000-0000

DANIEL WEISS

161 AUSTIN DR UNIT 106

Burlington, VT 05401

Electrical
Contractor

GORDY STONE EM4215

Tel No: (802) 734-7597

Gordy Stone

110 Woods Hollow Rd

Georgia, VT

DESCRIPTION OF WORK

CODE ID: General Wiring

Install new wiring for yoga space over garage, including lights, recepts, switches, AFCI and GFCI protection, smoke and CO detection. All per NEC 2005

CONDITIONS OF PERMIT: All work performed by the applicant shall comply with the codes and ordinances of the City of Burlington. This permit authorizes the applicant to proceed with the work described above in accordance with these codes. This permit shall not be construed as authority to violate, cancel or set aside any of the provisions of the codes. The applicant must contact the department to schedule inspections of the work and obtain final project approval.

APPLICANT SIGNATURE:

Gordy Stone

LICENSE #

EM 4215



CALL FOR ROUGH-IN INSPECTION



CALL FOR FINAL INSPECTION

Inspector

4/10/08

Date



ISD
Inspection Services
Division

Steven Goodkind, P.E.
DIRECTOR OF PUBLIC WORKS
CITY ENGINEER

Norm Baldwin, P.E., Assist Dir Tech Services

Shelley Warren
City Electrical Inspector
swarren@cl.burlington.vt.us

ELECTRICAL COMPLETION CERTIFICATE

PERMIT #:

133627

ADDRESS:

161 Austin #106

I, Gordie Stone
(Print name)

certify that all violations identified during

the electrical inspection on

5/22/08

have been corrected.

(Date of Inspection)

June 5, 08
(Date)

Gordie Stone
(Signature of Electrician)

EM 4215
(License #)

COMMENTS

- Move smoke/co 50. 73' from fan

moved smoke/co² detector as told, more than 3' away From fan blades.

THIS FORM MUST BE RETURNED NO LATER THAN 15 DAYS FROM THE ABOVE DATE

MAIL OR DROP OFF TO: SHELLEY WARREN
PO BOX 849
645 PINE ST
BURLINGTON, VT 05401

MAIL ONLY ORIGINALS, NO COPIES OR FAXES WILL BE ACCEPTED

PLEASE DO NOT WRITE IN THE SPACES BELOW

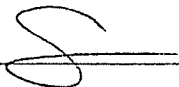
INSPECTIONS

DATE	INSPECTOR	REPORT
4/9/08	SN	w/Borden - rough - Run over grassy Steep + gully - no visible water
5/22/08	S	w/and need to move smoke on Run from
6/13/08	SN	Send back computer for 8 in record

REMARKS

"I hereby certify that I have inspected the work herein described and have approved the same."

INSPECTOR



Date Approved

6/13/08



Memo

Date: January 18th, 2023

To: Public Works Commission

From: Phillip Peterson P.E., Public Works Engineer

CC: Chapin Spencer, DPW, Director
Norm Baldwin, DPW, Division Director – Technical Services, City Engineer
Rob Goulding, DPW, Public Information & Customer Service Manager
Kara Alnasrawi, Business & Workforce Development, Director
Will Clavelle, Business & Workforce Development, Business Support & Policy Mgr.

Subject: North Winooski Avenue Parking Management Plan Update

Summary:

DPW Staff are not seeking any approvals from the Commission at this time. This memo provides an overview of the status of North Winooski Avenue Parking Management Plan (PMP).

Project Update:

The State of Vermont and the City's Department of Public Works (DPW) will be repaving North Winooski Avenue in the summer of 2023. DPW Staff will most likely propose to remove on-street parking on the east side of the street between Union and Riverside and bike lanes will be added. Parking on the west side of the street will remain. On January 9, DPW Staff engaged local businesses directly on proposed traffic regulation amendments, see Attachment-1. DPW is seeking input from local businesses and residents on how the future North Winooski on-street parking, and the adjacent spaces on side streets, should be regulated. DPW Staff will most likely bring regulation recommendations to the February 2023 Commission meeting.

In a related effort, DPW Staff is reaching out to property owners along the corridor to see if they would be open to having the City manage some of their private parking during off-peak times for public use. In an effort to support the local businesses and organizations along the corridor, DPW is offering to manage off-street parking for property owners and provide 80% of the parking proceeds to them. We are seeing if this strategy encourages more shared parking opportunities along the corridor.

North Winooski Project Next Steps:

1. 1/9/23: DPW Staff Engaged local businesses on proposed traffic regulation amendments.
2. 1/18/23: DPW Staff update PWC on the status of the North Winooski project.
3. 2/15/23: DPW Staff seek approval from PWC for traffic regulation amendments.
4. April 2023: Next City Council project update
5. Summer 2023: VTrans Class-1 Paving and Striping of North Winooski Ave.

Attachments:

1. North Winooski Avenue Flyer.



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

January 2023

Dear North Winooski Avenue Businesses and Residents,

PARKING MANAGEMENT: The State of Vermont and the City's Department of Public Works (DPW) will be repaving North Winooski Avenue in the summer of 2023. Between Union and Riverside, on-street parking on the east side of the street will be removed and bike lanes will be added. Parking on the west side of the street will remain. **DPW is seeking your input on how the future North Winooski on-street parking, and the adjacent spaces on side streets, should be regulated.** Which spaces should be loading zones, accessible parking, short-term parking or entirely unregulated? A general site map is included on the back side of this flyer.

Please send your feedback to Phillip via email or phone by January 22nd. Using this public input, DPW will then share proposed parking regulation changes with the neighborhood by early February. The DPW Commission is expected to vote on proposed parking changes at their February 15 meeting. Public comment at the meeting is welcome. Any changes would go into effect during the paving project.

DPW Public Works Engineer Phillip Peterson P.E.

Phone: 802-598-8356, Email: ppeterson@burlingtonvt.gov

BUSINESS SUPPORT: The City's Business and Workforce Development Department is in the process of updating the "Doing Business in Burlington Guide," which is the definitive guide to starting and growing your business in Burlington. **We are also getting ready to launch two Revolving Loan Funds for locally-owned small businesses in Burlington:**

1. The first is a Micro Lending Partnership with Kiva, where Burlington businesses can apply for 0% interest loans ranging between \$1,000-\$15,000.
2. The second is The Burlington Revolving Loan Fund, providing 0% interest loans ranging between \$15,000-\$40,000. This second program has an application fee and loan processing fee.

These programs are for businesses that can't access traditional capital; preference will be given to BIPOC and women-owned businesses. For more information, call or email Will Clavelle:

Will Clavelle, BWD Assistant Director – Business Development

Phone: 802-865-7187, Email: wclavelle@burlingtonvt.gov

Site Map: Winooski Ave Proposed Changes





CITY OF BURLINGTON DEPARTMENT OF PUBLIC WORKS

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

To: DPW Commissioners
Fr: Chapin Spencer, Director
Re: **DPW Director's Report**
Date: January 12, 2023

NORTH WINOOSKI AVENUE

Staff has confirmed with the Vermont Agency of Transportation (VTrans) that paving of the remaining Class 1 Town Highways (including North Winooski Avenue) are on the paving list for the summer of 2023. As the attached memo details, staff is working with stakeholders along the corridor to put together a proposed regulatory approach for the post-paving retained parking. This month there will be an informational briefing at the January Commission meeting in preparation for action at the February Commission meeting. We have also developed an off-street shared parking management proposal for property owners along the corridor who are willing to open their private lots to public parking. We are working diligently to best assist adjacent stakeholders in the upcoming reallocation of space along the northern end of North Winooski Avenue. More info: Phillip Peterson, ppeterson@burlingtonvt.gov

BIKE SHARE UPDATE

The Chittenden Area Transportation Management Association (CATMA) is leading the multi-stakeholder effort to return bike share to our region for the 2023 season. A Request For Proposals is out on the street and responses are due January 27. City staff are currently working with CATMA to develop an MOU between the City and CATMA outlining our expectations on how a successful bike share program will operate. Most action items for the bike share initiative should rest with the Council – approval of the MOU with CATMA, approval of license agreements to have hubs in parks, approval of encumbrance permits to have hubs in the public ROW. More info: Julia Ursaki, jursaki@burlingtonvt.gov.

GMT FY'24 BUDGET

Following up on the briefing I provided last month, GMT hosted a public forum for the FY'24 budget on Tuesday January 10. The Board will be asked to approve the budget at the next meeting. Despite the proposals to reinstate fares, seek significant increases in member assessments (Burlington's rate is going up at least 11.6%), and utilize reserve funds, GMT will still need to cut service 3% to balance the budget. To advance solutions to this financial challenge, the City Council's Transportation Energy and Utilities Committee got the City Council to approve a resolution at their January 9 meeting advocating for a more sustainable regional and/or statewide funding mix for public transit. The resolution: <http://go.boarddocs.com/vt/burlingtonvt/Board.nsf/goto?open&id=CMSP9Q5F33F6>.

I will be advancing a motion at the upcoming GMT Board Meeting that approves the FY'24 budget with the following:

1. The Agency will bring an updated ADA funding policy that minimizes annual swings to the Board of Commissioners in FY'24
2. The Agency will prioritize regional/statewide funding campaign to strengthen GMT's long term funding
3. The Agency will redouble public/private partnerships to improve collaboration for enhanced services and funding

For info: Chapin Spencer, cspencer@burlingtonvt.gov.

WASTEWATER PLANT TERTIARY TREATMENT PILOT

Late last fall, we conducted a pilot of three different technologies at Main Plant that further capture phosphorous out of the wastewater flows before the processed water is released to Lake Champlain. Implementing tertiary treatment will enable the City to meet and exceed our Clean Water commitments under increased Federal and State regulations. Commission Chair Hogan has asked for an update on the pilot. We are looking forward to providing it to you in the next few months. Our consultant HTA is waiting on the performance results back from one remaining participating vendor and then HTA will package the results for us all to review. We appreciate the Commission's interest in this water quality pilot. For info: Megan Moir, mmoir@burlingtonvt.gov.

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



City of Burlington Parking Services

645 Pine Street Burlington VT 05401 :: www.burlingtonvt.gov/DPW/parking



North Winooski Stakeholders – Support Your Neighbors & Your Business!

In recognition of the upcoming 2023 paving project that will consolidate on-street parking to the west side of North Winooski Avenue between Union and Riverside, the City's Parking Services team is ready to offer North Winooski Avenue property owners simple, income-producing management services for your parking lots to maximize off-street parking.

In talking with many entities along the corridor in 2022, the concept of opening parking lots to public use seemed daunting and complex. We've listened. **The City's Parking Services can manage parking for property owners or businesses and provide 80% of the net parking revenue to the host entity.**

You're in control. Property owners / businesses set the parameters of what public parking you'd allow, when you'd allow it and under what terms. Specifically, you:

- ✓ Decide the times when your lot has extra capacity and you'd welcome public parking and/or permit parking – maybe nights and weekends
- ✓ Tell us when you want us to enforce to ensure proper use and payment of lot and whether you want us to tow
- ✓ Tell us whether you want to allow general public parking or just a certain number of pre-paid monthly permits
- ✓ Receive 80% of all net parking revenues from your lot through our parking payment platform
- ✓ End the public parking arrangement, when desired, with two weeks' notice

For all options, the City is ready to:

- Provide lot signage (related to the public parking rates and terms)
- Provide the payment system (mobile pay through ParkMobile only)
- Provide enforcement and towing services
- Provide the host entity a check quarterly for 80% of the net revenue collected from your lot

Owners will need to:

- Sign an agreement with the City of Burlington Parking Services
- Continue maintenance of the parking facility
- Continue insurance coverage on the property
- Designate a point person to work with Parking Services

Revenue generated by enforcement will be kept by Parking Services to cover enforcement activities.

Want to discuss this opportunity more? Reach out any time!

Jeff Padgett, Division Director for Parking and Traffic, jpadgett@burlingtonvt.gov, 802-863-0460

Burlington Fire Department
Office of the City Fire Marshal
132 North Avenue
Burlington, VT 05401
(802) 864-5577 Fax (802)-658-7665
<http://www.burlingtonvt.gov/Fire/>

INSPECTION NOTICE

December 13, 2022

Daniel Weiss
194 Redrock Dr
Burlington, VT 05401

RE: Residential Requested Time-of-Sale Inspection

194 Redrock Dr, Burlington, VT - 194 Redrock Dr

Date Paid: 12/13/2022 **Amount Paid:** 125.00 **Check#** 317

Dear Daniel Weiss:

An inspection of the building at the above address was conducted and the following violations were noted during the inspection.

1 Carbon Monoxide Detectors/Alarms (Required)	01/13/2023	31 days
--	-------------------	---------

BCO 13-4(a) Each and every dwelling, rooming house, dwelling unit or rooming unit let to another for occupancy shall meet the following requirements for carbon monoxide (CO) detectors/alarms: Carbon Monoxide detectors (alarms) which are UL 2034 listed or approved by a nationally recognized independent testing laboratory shall be installed in all existing buildings in which people sleep, including where people rent accommodations whether for overnight or for a longer term, condominiums, multiple unit dwelling, and other occupancies in which there are rooms or spaces in which sleeping is permitted. Such installation shall be in the vicinity of the sleeping areas and on every floor of the dwelling.

The basement storage room presently has a combination ionization sensing smoke/CO alarm. The basement bedroom contains the boiler closet so this bedroom should have a combination photoelectric smoke/CO alarm. A combination alarm will likely be added to the basement hall just out side this bedroom.

2 Extension Cords	01/13/2023	31 days
--------------------------	-------------------	---------

NFPA 1:11.1.5.6 Extension cords shall not be used as a substitute for permanent wiring.

NFPA 1:11.1.3 Multiplug Adapters.

11.1.3.1 Multiplug adapters, such as multiplug extension cords, cube adapters, strip plugs, and other devices, shall be listed and used in accordance with their listing.

11.1.3.2 Multiplug adapters shall not be used as a substitute for permanent wiring or receptacles

Remove the multiplug adaptors at the basement laundry receptacle and basement bathroom receptacle.

3	Ground Fault Circuit Interrupter	01/13/2023	31 days
VTFBSC 2015 NFPA 1:11.1.2.3.4 Ground Fault Circuit Interrupter (GFCI) shall be provided per NFPA 70: 210.8A, as required by Vermont Electrical Safety Rules. (Bathrooms, garages, outdoors, crawl spaces, unfinished basements, kitchens, sinks, boathouses, bathtubs or shower stalls, and laundry areas.			
Add GFCI protection to the receptacle at the laundry machine.			
4	Closet Light Clearances	01/13/2023	31 days
NEC 70:410.16(B) Incandescent luminaries with open or partially enclosed lamps and pendant luminaries or lamp holders shall not be permitted.			
Replace any porcelain ceiling light fixtures with unprotected bulbs to fixtures containing globes or covers. These fixtures were noted in the boiler room, basement laundry and storage areas.			
5	Self-Closing Doors	01/13/2023	31 days
NFPA 101:8.3.4.4 Where a 20-minute fire protection-rated door is required in existing buildings, an existing 1¾ in. solid-bonded wood-core door, an existing steel-clad (tin-clad) wood door, or an existing solid-core steel door with positive latch and closer shall be permitted, unless otherwise specified by Chapters 11 through 43.			
The door separating the garage from the living area is fire-rated but does not self-close-close and latch. Adjust the door so that it will self-close and latch.			
6	Heating System - Current Inspection	01/13/2023	31 days
VTFBSC 2015, NFPA 1:11.5.1.7.1 All fuel fired heating appliances shall be cleaned and maintained in accordance with the manufacture's instructions, and shall be inspected at least once during any 2 year period by person(s) certified. Inspections shall be accordance with NFPA 31, 54, and 211.			
Basement boiler had no inspection tag. Show documentation that the boiler has been inspected in the last two years or have the boiler inspected.			
7	Fire Extinguisher (2 1/2 lb. ABC, Kitchen)	01/13/2023	31 days
VTFBSC 2015 NFPA 1: 13.6.3.1.14 Portable fire extinguishers inside individual apartment or condo units shall be permitted to be 2-1/2 pound dry chemical capacity. All other occupancy types or locations shall be provided with fire extinguishers in accordance with NFPA 1: 13.6.			
The fire extinguisher in the kitchen is old. Have the extinguisher inspected and tagged or replace with a new 2 1/2 lb ABC rated dry chemical fire extinguisher and mount it to the wall in the same location.			
8	Laundries (Proper Material)	01/13/2023	31 days
NFPA 211:10.7.3.8 Exhaust ducts for clothes dryers shall be constructed of rigid sheet metal or other noncombustible material and shall have a smooth interior surface.			

Dryer vent has screws penetrating the metal and duct tape also connecting the venting.
Remove the screws and duct tape and use either metal tape or clamps to connect the sections.
Remove the foil section of venting behind the machine and replace with UL listed and approved dryer vent.

-
- | | | |
|----------------------------|-------------------|---------|
| 9 Laundries (Clean) | 01/13/2023 | 31 days |
|----------------------------|-------------------|---------|
- NFPA 1:11.5.1.11.1 Clothes dryers shall be cleaned to maintain the lint trap and keep the mechanical and heating components free from excessive accumulations of lint.

Show documentation of a clean dryer vent from the machine to the outside.

-
- | | | |
|---|-------------------|---------|
| 10 Smoke Detectors/Alarms (Required) | 01/13/2023 | 31 days |
|---|-------------------|---------|
- BCO 13-5(a)(1) Each and every dwelling, lodging or rooming house, dwelling unit or rooming unit for occupancy, other than for a single-family owner occupied dwelling, shall meet the following requirements for smoke detectors/alarms: smoke detectors/alarms shall be installed In every sleeping room or area, outside every sleeping room or area in the immediate vicinity of the sleeping room or area, and on all levels of the dwelling, dwelling unit, rooming house, or rooming unit, including basements but excluding crawl spaces and unfinished attics.

The bedrooms and basement rooms are lacking hardwired and interconnected photoelectric sensing alarms.

Work shall be completed by a VT-licensed Master Electrician with City Electrical Permit secured from the City Electrical Inspector. Electrical inspection and permit closure shall be completed.

-
- | | | |
|--|-------------------|---------|
| 11 Smoke Detectors/Alarms (Photoelectric) | 01/13/2023 | 31 days |
|--|-------------------|---------|
- BCO 13-5(a)(6) All newly installed smoke alarms shall be the photoelectric-only type.

The existing hardwired and interconnected alarms are all ionizations (i) sensing alarms.
Change all alarms to photoelectric sensing alarms.

Yoga room requires photoelectric smoke alarm
Outside yoga room requires a combination photoelectric smoke/CO alarm
Outside of kitchen requires a combination photoelectric smoke/CO alarm
Basement storage room requires a photoelectric smoke alarm

Burlington Fire Department
Office of the City Fire Marshal
132 North Avenue
Burlington, VT 05401
(802) 864-5577 Fax (802)-658-7665
<http://www.burlingtonvt.gov/Fire/>

INSPECTION NOTICE

All work involving fire protection systems shall be conducted by a qualified fire alarm or sprinkler technician. The contractor shall obtain all required permits from the Burlington Department of Permitting and Inspections and the Burlington Fire Marshal's Office prior to beginning any work. For violation reports requiring licensed trades personnel (including electrical and plumbing), those licensed personnel shall obtain required trades work permits at the Burlington Department of Permitting and Inspections prior to conducting work. All trades permits shall be inspected by DPI trades inspectors and closed as a condition of compliance with this order.

The Burlington Fire Marshal's Office has concluded that you were in violation of the Vermont Fire and Building Safety Code during the events detailed above.

You have the right to appeal our actions in writing.

"A request for an appeal shall be made in writing to the Chief Engineer of the Fire Department, within five (5) working days of receiving the notice of the order or action complained of, setting forth the basis of appeal."

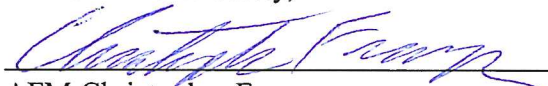
Failure to comply with this certification, and any further violations, can result in the issuance of civil fines and/or other appropriate penalties.

An initial 30-day compliance deadline is provided to resolve the violations listed above. Please contact our office should these violations be corrected before the scheduled re-inspection date. Requests for reasonable extensions to this compliance deadline shall be submitted in writing to the Burlington Fire Marshal's Office.

Scheduled re-inspection date is January 13, 2023

Should you have any questions concerning this notice, please contact our office in writing at the address listed in the letterhead.

Yours in Public Safety,


AFM Christopher Franzen



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: January 18, 2023

To: Public Works Commission

From: Dora Bean, Associate Public Works Engineer

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

Subject: King St. Thirty-Minute Parking

Staff recommends the DPW Commission remove (see Attachment-1):

17 Designation of parking meter zones.

(b) *Thirty (30) minute zones.* The following streets or portions of streets are hereby designated as thirty (30) minute parking meter zones:

- On the south side of King Street in the first space west of South Champlain Street.
- On the north side of King Street in the first space west of South Champlain Street.

Staff recommends the DPW Commission approve (see Attachment-1):

17 Designation of parking meter zones.

(f) *Ten (10) hour zones.* The following streets or portions of streets are hereby designated as ten (10) hour parking meter zones:

- On the north side of King Street, ~~the second, third, fourth and fifth spaces~~ in the first five spaces west of South Champlain Street, between South Champlain Street and Battery Street.
- On the south side of King Street, ~~the second, third, fourth and fifth spaces~~ in the first and third through fifth spaces west of South Champlain Street, between South Champlain Street and Battery Street.

Purpose & Need:

The purpose of this request is to reallocate two thirty-minute parking spaces, near 41 Kings Street, to ten-hour parking spaces. As there is no longer a business near these two spots, reallocating the spaces to ten-hour parking would allow local residents and businesses to utilize the parking spots for longer periods of time.

Project Checklist:

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

Summary and Conclusion:

The request aims to reallocate two thirty-minute parking spaces, near 41 Kings Street, to ten-hour metered parking spaces. As there is no longer a business near these two spots, reallocating the spaces to ten hour parking would allow local residents to utilize the parking spots for longer periods of time. Consequently, staff recommend the commission approve the reallocation of the two spaces to ten-hour metered parking spaces.

Public Engagement:

In preparation for the 1/18/23 DPW Commission Meeting, Staff distributed flyers to residents on King Street, near the parking spaces. No public correspondence was received in response.

Site Map:



The thirty-minute spots
to be converted to ten-
hour parking



Attachments:

1. Traffic regulation.

CITY OF BURLINGTON

In the Year Two Thousand Twenty-three

A Regulation in Relation to

Rules and Regulations of the Traffic
Commission—
Section 17. Designation of parking meter
zones.

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 17, Designation of parking meter zones, of the Code of Ordinances of the City of Burlington is hereby amended as follows:

Section 17 Designation of parking meter zones.

- (a) As written.
- (b) Thirty (30) minute zones. The following streets or portions of streets are hereby designated as thirty (30) minute parking meter zones:
- (1)-(2) As written.
 - (3) ~~On the south side of King Street in the first space west of South Champlain Street.~~ Reserved.
 - (4)-(22) As written.
 - (23) ~~On the north side of King Street in the first space west of South Champlain Street.~~ Reserved.
 - (24)-(27) As written.
- (c)-(e) As written.
- (f) Ten (10) hour zones. The following streets or portions of streets are hereby designated as ten (10) hour parking meter zones:
- (1)-(16) As written.

(17) On the north side of King Street, ~~the second, third, fourth and fifth spaces~~ in the first five spaces west of South Champlain Street, between South Champlain Street and Battery Street.

(18) On the south side of King Street, ~~the second, third, fourth and fifth spaces~~ in the first and third through fifth spaces west of South Champlain Street, between South Champlain Street and Battery Street.

(19-21) As written

(g) As written.

** Material stricken out deleted.

*** Material underlined added.

TD: BCO Appx.C, Section 17
1/18/23

COMMISSION MEETING SIGN IN SHEET

Date: 11/18/23

NAME - (PRINTED)

ITEM #

EMAIL ADDRESS

PHONE #

WARD

Christopher Hoessly

Francine Cohen

Stana Bliss

191 College St.

57 Hoover Street

262-578-6144

802-598-2511



Please note that this sign-in sheet and any information provided on it will be maintained as a public record and may be subject to disclosure under the Vermont Public Records Act.

30.5.2 Heating, Ventilating, and Air Conditioning.

30.5.2.1 Heating, ventilating, and air conditioning equipment shall comply with the provisions of Section 9.2.

30.5.2.2 Unvented fuel-fired heaters, other than gas space heater in compliance with NFPA 54, *National Fuel Gas Code*, shall not be used.

30.5.3 Elevators, Escalators, and Conveyors. Elevators, escalators, and conveyors shall comply with the provisions of Section 9.4.

30.5.4 Rubbish Chutes, Incinerators, and Laundry Chutes. Rubbish chutes, incinerators, and laundry chutes shall comply with the provisions of Section 9.5.

30.6 Reserved.

30.7 Operating Features: Emergency Instructions for Residents of Apartment Buildings. Emergency instructions shall be provided annually to each dwelling unit to indicate the location of alarms, egress paths, and actions to be taken, both in response to a fire in the dwelling unit and in response to the sounding of the alarm system.

Chapter 31 Existing Apartment Buildings**31.1* General Requirements.****31.1.1 Application.**

31.1.1.1 The requirements of this chapter shall apply to existing buildings or portions thereof currently occupied as apartment occupancies (*see also 30.1.1*). In addition, the building shall meet the requirements of one of the following options:

- (1) Option 1 — Buildings without fire suppression or detection systems
- (2) Option 2 — Buildings provided with a complete automatic fire detection and notification system
- (3) Option 3 — Buildings provided with automatic sprinkler protection in selected areas
- (4) Option 4 — Buildings protected throughout by an approved automatic sprinkler system

31.1.1.2 The term *apartment building*, wherever used in this Code, shall include an apartment house, tenement, garden apartment, or any other structure meeting the definition of *apartment building*.

31.1.2 Multiple Occupancies.

31.1.2.1 Multiple occupancies shall be in accordance with 6.1.14.

31.1.2.2 No dwelling unit of a residential occupancy shall have its sole means of egress pass through any nonresidential occupancy in the same building.

31.1.2.3 Multiple dwelling units shall be permitted to be located above a nonresidential occupancy only where one of the following conditions exists:

- (1) Where the dwelling units of the residential occupancy and exits therefrom are separated from the nonresidential occupancy by construction having a fire resistance rating of not less than 1 hour
- (2) Where the nonresidential occupancy is protected throughout by an approved, supervised automatic sprinkler system in accordance with Section 9.7

- (3) Where not more than two dwelling units are located above a nonresidential occupancy that is protected by an automatic fire detection system in accordance with Section 9.6

31.1.3 Definitions.

31.1.3.1 Terms applicable to this chapter are defined in Chapter 3 of this Code; where necessary, other terms are defined in the text.

31.1.3.2 Apartment Building. See 3.3.27.3.

31.1.4 Classification of Occupancy. See 31.1.1.3.

31.1.5 Classification of Hazard of Contents. The contents of residential occupancies shall be classified as ordinary hazard in accordance with 6.2.2.

31.1.6 Minimum Construction Requirements. (No special requirements.)

31.1.7 Occupant Load. The occupant load, in number of persons for whom means of egress and other provisions are required, shall be determined on the basis of the occupant load factors of Table 7.3.1.2 that are characteristic of the use of the space or shall be determined as the maximum probable population of the space under consideration, whichever is greater.

31.2 Means of Egress Requirements.**31.2.1 General.**

31.2.1.1 Means of egress from dwelling units to the outside of the building shall be in accordance with Chapter 7 and this chapter.

31.2.1.2 Means of escape within the dwelling unit shall comply with the provisions of Section 24.2 for one- and two-family dwellings.

31.2.2 Means of Egress Components.**31.2.2.1 General.**

31.2.2.1.1 Components of means of egress shall be limited to the types described in 31.2.2.2 through 31.2.2.12.

31.2.2.1.2 In buildings using Option 4, exit enclosures shall have a fire resistance rating of not less than 1 hour, and doors shall have a fire protection rating of not less than 1 hour.

31.2.2.1.3 In non-high-rise buildings using Option 2, Option 3, or Option 4, exit stair doors shall be permitted to be 44-mm (1¾-in.) thick, solid-bonded wood core doors, self-closing and self-latching, and in wood frames not less than 19 mm (¾ in.) thick.

31.2.2.1.4 In buildings using Option 3, sprinklers shall also be provided within the exit enclosure in accordance with NFPA 13, *Standard for the Installation of Sprinkler Systems*.

31.2.2.2 Doors.

31.2.2.2.1 Doors complying with 7.2.1 shall be permitted.

31.2.2.2.2 Door locking arrangements shall comply with 30.2.2.2.1, 30.2.2.2.2, or 30.2.2.2.3.

31.2.2.2.2.1 No door in any means of egress shall be locked against egress when the building is occupied.

31.2.2.2.2.2 Delayed-egress locks complying with 7.2.1.6.1 shall be permitted, provided that not more than one such device is located in any one egress path.

23.7.1.3.2 The plan shall be coordinated with and reviewed by the fire department legally committed to serve the facility.

23.7.1.4 Employees of detention and correctional occupancies shall be instructed in the proper use of portable fire extinguishers and other manual fire suppression equipment.

23.7.1.4.1 Such training shall be provided to new staff promptly upon commencement of duty.

23.7.1.4.2 Refresher training shall be provided to existing staff at not less than annual intervals.

23.7.2 **Combustible Personal Property.** Books, clothing, and other combustible personal property allowed in sleeping rooms shall be stored in closable metal lockers or an approved fire-resistant container.

23.7.3 **Heat-Producing Appliances.** The number of heat-producing appliances, such as toasters and hot plates, and the overall use of electrical power within a sleeping room shall be controlled by facility administration.

23.7.4* **Furnishings, Bedding, and Decorations.**

23.7.4.1 Draperies and curtains, including privacy curtains, in detention and correctional occupancies, shall be in accordance with the provisions of 10.3.1.

23.7.4.2 Newly introduced upholstered furniture within detention and correctional occupancies shall be tested in accordance with the provisions of 10.3.2(2) and 10.3.3.

23.7.4.3* Newly introduced mattresses within detention and correctional occupancies shall be tested in accordance with the provisions of 10.3.2(3) and 10.3.4.

23.7.4.4 Combustible decorations shall be prohibited in any detention or correctional occupancy unless flame-retardant.

23.7.4.5 Wastebaskets and other waste containers shall be of noncombustible or other approved materials. Waste containers with a capacity exceeding 76 L (20 gal) shall be provided with a noncombustible lid or lid of other approved material.

23.7.5 **Keys.** All keys necessary for unlocking doors installed in a means of egress shall be individually identified by both touch and sight.

23.7.6 **Portable Space-Heating Devices.** Portable space-heating devices shall be prohibited in all detention and correctional occupancies.

Chapter 24 One- and Two-Family Dwellings

24.1 General Requirements.

24.1.1 Application.

24.1.1.1* The requirements of this chapter shall apply to one- and two-family dwellings, which shall include those buildings containing not more than two dwelling units in which each dwelling unit is occupied by members of a single family with not more than three outsiders, if any, accommodated in rented rooms.

24.1.1.2 The requirements of this chapter shall apply to new buildings and to existing or modified buildings according to the provisions of 1.3.1 of this Code.

24.1.2 Multiple Occupancies.

24.1.2.1 Multiple occupancies shall be in accordance with 6.1.14.

24.1.2.2 No dwelling unit of a residential occupancy shall have its sole means of egress pass through any nonresidential occupancy in the same building.

24.1.2.3 Multiple dwelling units of a residential occupancy shall be permitted to be located above a nonresidential occupancy only where one of the following conditions exists:

- (1) Where the dwelling unit of the residential occupancy and exits therefrom are separated from the nonresidential occupancy by construction having a fire resistance rating of not less than 1 hour.
- (2) Where the nonresidential occupancy is protected throughout by an approved, supervised automatic sprinkler system in accordance with Section 9.7.
- (3) Where the nonresidential occupancy is protected by an automatic fire detection system in accordance with Section 9.6.

24.1.3 **Definitions.** Terms applicable to this chapter are defined in Chapter 3 of this Code; where necessary, other terms are defined in the text.

24.1.4 **Classification of Occupancy.** See 24.1.1.1.

24.1.5 **Classification of Hazard of Contents.** The contents of residential occupancies shall be classified as ordinary hazard in accordance with 6.2.2.

24.1.6 **Minimum Construction Requirements.** (No special requirements.)

24.1.7 **Occupant Load.** (No requirements.)

24.2* Means of Escape Requirements.

24.2.1 **General.** The provisions of Chapter 7 shall not apply to means of escape unless specifically referenced in this chapter.

24.2.2 Number and Types of Means of Escape.

24.2.2.1 Number of Means of Escape.

24.2.2.1.1 In dwellings or dwelling units of two rooms or more, every sleeping room and every living area shall have not less than one primary means of escape and one secondary means of escape.

24.2.2.1.2 A secondary means of escape shall not be required where one of the following conditions are met:

- (1) The bedroom or living area has a door leading directly to the outside of the building at or to grade level.
- (2) The dwelling unit is protected throughout by an approved automatic sprinkler system in accordance with 24.3.5.

24.2.2.2 **Primary Means of Escape.** The primary means of escape shall be a door, stairway, or ramp providing a means of unobstructed travel to the outside of the dwelling unit at street or ground level.

24.2.2.3* **Secondary Means of Escape.** The secondary means of escape, other than existing approved means of escape, shall be one of the means specified in 24.2.2.3(A) through 24.2.2.3(C).

(A) It shall be a door, stairway, passage, or hall providing a way of unobstructed travel to the outside of the dwelling at

street or ground level that is independent of and remote from the primary means of escape.

(B) It shall be a passage through an adjacent nonlockable space, independent of and remote from the primary means of escape, to any approved means of escape.

(C)* It shall be an outside window or door operable from the inside without the use of tools, keys, or special effort and shall provide a clear opening of not less than 0.53 m^2 (5.7 ft^2). The width shall be not less than 510 mm (20 in.), and the height shall be not less than 610 mm (24 in.). The bottom of the opening shall be not more than 1120 mm (44 in.) above the floor. Such means of escape shall be acceptable where one of the following criteria are met:

- (1) The window shall be within 6100 mm (240 in.) of grade.
- (2) The window shall be directly accessible to fire department rescue apparatus as approved by the authority having jurisdiction.
- (3) The window or door shall open onto an exterior balcony.
- (4) Windows having a sill height below the adjacent ground level shall be provided with a window well meeting the following criteria:
 - (a) The window well shall have horizontal dimensions that allow the window to be fully opened.
 - (b) The window well shall have an accessible net clear opening of not less than 0.82 m^2 (9 ft^2) with a length and width of not less than 915 mm (36 in.).
 - (c) A window well with a vertical depth of more than 1120 mm (44 in.) shall be equipped with an approved permanently affixed ladder or with steps meeting the following criteria:
 - i. The ladder or steps shall not encroach more than 150 mm (6 in.) into the required dimensions of the window well.
 - ii. The ladder or steps shall not be obstructed by the window.

(D) Ladders or steps that comply with the requirements of 24.2.2.3(C) (4) (c) shall be exempt from the requirements of 7.2.2.

SEE STATE 24.2.2.3.1 5th EXIST.

24.2.2.4 In buildings, other than existing buildings and other than those protected throughout by an approved, supervised automatic sprinkler system in accordance with 24.3.5, every story more than 185 m^2 (2000 ft^2) in area within the dwelling unit shall be provided with two primary means of escape remotely located from each other.

24.2.3 Arrangement of Means of Escape. Any required path of travel in a means of escape from any room to the outside shall not pass through another room or apartment not under the immediate control of the occupant of the first room or through a bathroom or other space subject to locking.

24.2.4 Doors.

24.2.4.1 Doors in the path of travel of a means of escape, other than bathroom doors in accordance with 24.2.4.2, shall be not less than 710 mm (28 in.) wide.

24.2.4.2 Bathroom doors shall be not less than 610 mm (24 in.) wide.

24.2.4.3 Doors shall be not less than 1980 mm (78 in.) in nominal height.

24.2.4.4 Every closet door latch shall be such that children can open the door from inside the closet.

24.2.4.5 Every bathroom door shall be designed to be opened from the outside during an emergency.

24.2.4.6 Doors shall be swinging or sliding.

24.2.4.7* No door in any means of escape shall be designed against egress when the building is occupied. Devices that impede or prohibit egress or that cannot be readily disengaged shall be prohibited.

24.2.4.8 Floor levels at doors in the primary means of escape shall comply with 7.2.1.3, unless otherwise permitted by the authority having jurisdiction.

- (1) Where the door discharges to the outside on a balcony or exterior exit access, the floor level of the balcony or exterior exit access shall be not more than one step inside, but shall not be in excess of 180 mm (7 in.) above the floor inside.
- (2) A door at the top of a stair shall be permitted to be directly at a stair, provided that the door discharges over the stair and the door serves an area with a maximum occupant load of fewer than 50 persons.

24.2.4.9 Forces to open doors shall comply with 7.2.1.5.9.

24.2.4.10 Latching devices for doors shall comply with 7.2.1.5.9.

24.2.5 Stairs, Ramps and Guards.

24.2.5.1 Stairs, ramps, guards, and handrails shall be provided in accordance with 7.2.2 for stairs, 7.2.2.4 for guards, and 7.2.2.5 for ramps, as modified by 24.2.5.1.1 through 24.2.5.1.3.

24.2.5.1.1 The provisions of 7.2.2.5, 7.2.5.5, and 7.2.5.6 shall not apply.

24.2.5.1.2 If serving as a secondary means of escape, stairs complying with the fire escape requirements of 7.2.8.4.1(a) or Table 7.2.8.4.1(b) shall be permitted.

24.2.5.1.3 If serving as a secondary means of escape, stairs complying with the existing ramp requirements of 7.2.5.2(b) shall be permitted.

24.2.5.2 Interior stairways shall be provided with artificial light capable of providing artificial light at the minimum level specified by 7.8.1.3 for exit stairs, measured at the treads and on landing surfaces within 610 mm (24 in.) of the step nosings.

24.2.5.3 For interior stairways, manual lighting controls shall be reachable and operable without traversing any stair.

24.2.5.4 The clear width of stairs, landings, ramps, and porches shall be not less than 910 mm (36 in.) in accordance with 7.3.2.

24.2.5.5 Spiral stairs and winders in accordance with 7.2.2.2.4 shall be permitted within a single dwelling unit.

24.2.5.6 No sleeping rooms or living areas shall be reached only by a ladder, a stair ladder, an alternating tread device, folding stairs or through a trap door.

24.2.6 Hallways.

24.2.6.1 The width of hallways, other than existing hallways which shall be permitted to be continued to the existing width, shall be not less than 910 mm (36 in.).

24.2.6.2 The height of hallways, other than existing hallways which shall be permitted to be continued to the existing height, shall be not less than 2030 mm (6'8").

- (3) The sole means of egress from the dwelling unit of the apartment building shall not pass through a high hazard contents area, as defined in 6.2.2.4.

31.1.3.3 Multiple dwelling units shall be permitted to be located above a nonresidential occupancy only where one of the following conditions exists:

- (1) Where the dwelling units of the residential occupancy and exits therefrom are separated from the nonresidential occupancy by construction having a minimum 1-hour fire resistance rating
- (2) Where the nonresidential occupancy is protected throughout by an approved, supervised automatic sprinkler system in accordance with Section 9.7
- (3) Where not more than two dwelling units are located above a nonresidential occupancy that is protected by an automatic fire detection system in accordance with Section 9.6

31.1.3.4 Atrium walls in accordance with 6.1.14.4.6 shall be permitted to serve as part of the separation required by 6.1.14.4.1 for creating separated occupancies on a story-by-story basis.

31.1.4 Definitions.

31.1.4.1 General. For definitions, see Chapter 3, Definitions.

31.1.4.2 Special Definitions.

31.1.4.2.1 General. Special terms applicable to this chapter are defined in Chapter 3. Where necessary, other terms are defined in the text.

31.1.4.2.2 Apartment Building. See 3.3.36.3.

31.1.5 Classification of Hazard of Contents. The contents of residential occupancies shall be classified as ordinary hazard in accordance with 6.2.2.

31.1.6 Minimum Construction Requirements. (Reserved)

31.1.7 Occupant Load. The occupant load, in number of persons for whom means of egress and other provisions are required, shall be determined on the basis of the occupant load factors of Table 7.3.1.2 that are characteristic of the use of the space or shall be determined as the maximum probable population of the space under consideration, whichever is greater.

31.2 Means of Egress Requirements.

31.2.1 General.

31.2.1.1 Means of egress from dwelling units to the outside of the building shall be in accordance with Chapter 7 and this chapter.

31.2.1.2 Means of escape within the dwelling unit shall comply with the provisions of Section 24.2 for one- and two-family dwellings.

31.2.2 Means of Egress Components.

31.2.2.1 General.

31.2.2.1.1 Components of means of egress shall be limited to the types described in 31.2.2.2 through 31.2.2.12.

31.2.2.1.2 In buildings using Option 4, exit enclosures shall have a minimum 1-hour fire resistance rating, and doors shall have a minimum 1-hour fire protection rating.

31.2.2.1.3 In non-high-rise buildings using Option 2, Option 3, Option 4, exit stair doors shall be permitted to be 1½ in. (38 mm) thick, solid-bonded wood-core doors that are self-

closing and self-latching and in wood frames not less than ¾ in. (19 mm) thick.

31.2.2.2 Doors.

31.2.2.2.1 Doors complying with 7.2.1 shall be permitted.

31.2.2.2.2 Door-locking arrangements shall comply with 30.2.2.2.2.1, 30.2.2.2.2.2, 30.2.2.2.2.3, or 31.2.2.2.2.4.

31.2.2.2.2.1 No door in any means of egress shall be locked against egress when the building is occupied.

31.2.2.2.2.2 Delayed-egress locks complying with 7.2.1.6.1 shall be permitted.

31.2.2.2.2.3 Access-controlled egress doors complying with 7.2.1.6.2 shall be permitted.

31.2.2.2.2.4 Elevator lobby exit access door locking in accordance with 7.2.1.6.3 shall be permitted.

31.2.2.2.3 Revolving doors complying with 7.2.1.10 shall be permitted.

31.2.2.2.4 Apartment occupancies protected throughout by an approved, supervised automatic sprinkler system shall be exempt from the re-entry provisions of 7.2.1.5.8 where the exit enclosure serves directly only one dwelling unit per floor, and such exit is a smokeproof enclosure in accordance with 7.2.3.

31.2.2.3 Stairs.

31.2.2.3.1 Stairs complying with 7.2.2 shall be permitted.

31.2.2.3.2 Within any individual dwelling unit, unless protected by an approved automatic sprinkler system in accordance with 31.3.5, stairs more than one story above or below the entrance floor level of the dwelling unit shall not be permitted.

31.2.2.3.3 Spiral stairs complying with 7.2.2.2.3 shall be permitted within a single dwelling unit.

31.2.2.3.4 Winders complying with 7.2.2.2.4 shall be permitted.

31.2.2.4 Smokeproof Enclosures. Smokeproof enclosures complying with 7.2.3 shall be permitted. (See also 31.2.11.1.)

31.2.2.5 Horizontal Exits. Horizontal exits complying with 7.2.4 shall be permitted.

31.2.2.6 Ramps. Ramps complying with 7.2.5 shall be permitted.

31.2.2.7 Exit Passageways. Exit passageways complying with 7.2.6 shall be permitted.

31.2.2.8* Escalators. Escalators previously approved as a component in the means of egress shall be permitted to continue to be considered as in compliance.

31.2.2.9 Fire Escape Stairs. Fire escape stairs complying with 7.2.8 shall be permitted.

31.2.2.10 Fire Escape Ladders. Fire escape ladders complying with 7.2.9 shall be permitted.

31.2.2.11 Alternating Tread Devices. Alternating tread devices complying with 7.2.11 shall be permitted.

31.2.2.12 Areas of Refuge.

31.2.2.12.1 Areas of refuge complying with 7.2.12 shall be permitted, as modified by 31.2.2.12.2.

24.1.1.2* One- and two-family dwellings shall be limited to buildings containing not more than two dwelling units in which each dwelling unit is occupied by members of a single family with not more than three outsiders, if any, accommodated in rented rooms.

24.1.1.3 The requirements of this chapter shall apply to new buildings and to existing or modified buildings used as a one- or two-family dwelling according to the provisions of 1.3.1.

24.1.1.4 Administration. The provisions of Chapter 1 shall apply.

24.1.1.5 General. The provisions of Chapter 4 shall apply.

24.1.2 Classification of Occupancy. See 6.1.8 and 24.1.1.1.

24.1.3 Multiple Occupancies.

24.1.3.1 Multiple occupancies shall be in accordance with 6.1.14.

24.1.3.2 No dwelling unit of a residential occupancy shall have its sole means of egress pass through any nonresidential occupancy in the same building, unless otherwise permitted by 24.1.3.2.1 or 24.1.3.2.2.

24.1.3.2.1 In buildings that are protected by an automatic sprinkler system in accordance with Section 9.7, dwelling units of a residential occupancy shall be permitted to have their sole means of egress pass through a nonresidential occupancy in the same building, provided that all of the following criteria are met:

- (1) The dwelling unit of the residential occupancy shall comply with Chapter 24.
- (2) The sole means of egress from the dwelling unit of the residential occupancy shall not pass through a high hazard contents area, as defined in 6.2.2.4.

24.1.3.2.2 In buildings that are not protected by an automatic sprinkler system in accordance with Section 9.7, dwelling units of a residential occupancy shall be permitted to have their sole means of egress pass through a nonresidential occupancy in the same building, provided that all of the following criteria are met:

- (1) The sole means of egress from the dwelling unit of the residential occupancy to the exterior shall be separated from the remainder of the building by fire barriers having a minimum 1-hour fire resistance rating.
- (2) The dwelling unit of the residential occupancy shall comply with Chapter 24.
- (3) The sole means of egress from the dwelling unit of the residential occupancy shall not pass through a high hazard contents area, as defined in 6.2.2.4.

24.1.3.3 Multiple dwelling units of a residential occupancy shall be permitted to be located above a nonresidential occupancy only where one of the following conditions exists:

- (1) Where the dwelling unit of the residential occupancy and exits therefrom are separated from the nonresidential occupancy by construction having a minimum 1-hour fire resistance rating
- (2) Where the nonresidential occupancy is protected throughout by an approved, supervised automatic sprinkler system in accordance with Section 9.7
- (3) Where the nonresidential occupancy is protected by an automatic fire detection system in accordance with Section 9.6

24.1.3.4 Atrium walls in accordance with 6.1.14.4.6 shall be permitted to serve as part of the separation required by 6.1.14.4.1 for creating separated occupancies on a story-by-story basis.

24.1.4 Definitions.

24.1.4.1 General. For definitions, see Chapter 3, Definitions.

24.1.4.2 Special Definitions. Special terms applicable to this chapter are defined in Chapter 3 of this Code. Where necessary, other terms are defined in the text.

24.1.5 Classification of Hazard of Contents. The contents of residential occupancies shall be classified as ordinary hazard in accordance with 6.2.2.

24.1.6 Minimum Construction Requirements. (Reserved)

24.1.7 Occupant Load. (Reserved)

24.2* Means of Escape Requirements.

24.2.1 General. The provisions of Chapter 7 shall not apply to means of escape, unless specifically referenced in this chapter.

24.2.2 Number and Types of Means of Escape.

24.2.2.1 Number of Means of Escape.

24.2.2.1.1 In dwellings or dwelling units of two rooms or more, every sleeping room and every living area shall have not less than one primary means of escape and one secondary means of escape.

24.2.2.1.2 A secondary means of escape shall not be required where one of the following conditions is met:

- (1) The bedroom or living area has a door leading directly to the outside of the building at or to the finished ground level.
- (2) The dwelling unit is protected throughout by an approved automatic sprinkler system in accordance with 24.3.5.

24.2.2.2 Primary Means of Escape. The primary means of escape shall be a door, stairway, or ramp providing a means of unobstructed travel to the outside of the dwelling unit at street or the finished ground level.

24.2.2.3 Secondary Means of Escape. The secondary means of escape, other than an existing approved means of escape, shall be one of the means specified in 24.2.2.3.1 through 24.2.2.3.4.

24.2.2.3.1 It shall be a door, stairway, passage, or hall providing a way of unobstructed travel to the outside of the dwelling at street or the finished ground level that is independent of and remote from the primary means of escape.

24.2.2.3.2 It shall be a passage through an adjacent nonlockable space, independent of and remote from the primary means of escape, to any approved means of escape.

24.2.2.3.3* It shall be an outside window or door operable from the inside without the use of tools, keys, or special effort and shall provide a clear opening of not less than 5.7 ft² (0.53 m²). The width shall be not less than 20 in. (510 mm), and the height shall be not less than 24 in. (610 mm). The bottom of the opening shall be not more than 44 in. (1120 mm) above the floor. Such means of escape shall be acceptable where one of the following criteria is met:

- (1) The window shall be within 20 ft (6100 mm) of the finished ground level.

- 24.2.4.8** Floor levels at doors in the primary means of escape shall comply with 7.2.1.3, unless otherwise permitted by any of the following:

- 24.2.7.1 Bulkhead Enclosures.** Where provided, bulkhead enclosures shall provide direct access to the basement from exterior.

**DEPARTMENT OF PUBLIC WORKS
645 PINE STREET
BURLINGTON, VERMONT 05401
COMMISSION MEETING JANUARY 18, 2323
FINAL MINUTES**

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

Commissioner Absent: Commissioner Munteanu

ITEM 1 – CALL TO ORDER

Commissioner Hogan called the meeting to order at 6:35 p.m.

Commissioner Hogan stated that there is an appeal item on the agenda tonight and do we deliberate in a private manner and we meet in executive session for that. My understanding is that we close the meeting and then after we meet in a separately

Director Spencer stated that was his understanding as well and Haley McClenahan. Haley McClenahan has raised her hand.

Haley McClenahan stated she believes she heard that the board would enter into a deliberative session once the evidence and testimony portion in the matter concludes and the answer to that would be yes. Therefore, the board will take the matter under advisement, deliberate and then issue a written decision.

Commissioner just to confirm we can do that separate and outside of our agenda is that correct?

Haley McClenahan stated yes that is separate from deliberative meetings. The decision itself would be made public after the parties were provided a copy.

Director Spencer I think the appropriate motion for the agenda would just to strike Item #9 in the executive session with the understanding of the board will deliberate outside this meeting.

ITEM 2 – AGENDA

Commissioner Barr made a motion to accept the agenda striking Item 9.

Commissioner Damiani seconded

Commissioner O'Neill-Vivanco stated there were changes to the minutes by...

Commissioner Overby stated she would like to request that the minutes be pulled so we can vote on it separately from the agenda.

Commissioner we have a motion and a second...

Commissioner Barr it is friendly to me to (technical issues with mike)

Commissioner Damiani stated it was also friendly to him.

Commissioner Hogan stated that the motion has been amended with the agenda as posted with the exception that we will pull the December minutes out of consent agenda and strike Item 9. All in favor say Aye.
Unanimous approval

ITEM 3 – PUBLIC FORUM

Sharon Bushor called and stated that the mikes were inconsistent, unable to hear Chair but could hear Commissioner Overby and Commissioner Barr. Mrs. Bushor stated that she was informed about a depression on East Avenue, which is not visible, but when some vehicles hit this, they are bottoming out and some are swerving into the other lane to avoid it. Last summer a man came by with spray paint and put an X on it and labelling things to alert to the problems in the roadway. I would ask if somebody could look his and what is going on. I appreciate all of you and your department.

Francine Cohen and Steven Bliss stated they live on Hoover Street and their driveway is not very long and when they park in it they are partially blocking the sidewalk but people are able to walk by, people with strollers also have no problems walking by. Recently we have started getting tickets for blocking the sidewalk while parked in our driveway. She stated she called Leonard Ducharme who informed her there was nothing he could do, as this was an ordinance issue. They stated that this was a steep street and it is a hardship to park on the other side of the street. Can the city do some kind of exception to this ordinance? Who has jurisdiction over this, what is the procedure to go about this?

Director Spencer stated we are enforcing the ordinance changes go through this Commissioner or the City Council.

Chris Hasley showed concerns about the parking in the downtown area. There was a loading zone in front of the Archives, used to be vehicle only zone for people living in the apartments could unload and load their vehicle. Years ago it was changed to a truck-loading zone, the signage is incorrect change to vehicle loading zone. Parking project will have an impact on parking. Center and College Streets when there are snowbanks the handicap spots people have to walk around to get into their vehicles.

Also a member of the NPA in the area and have a bit of feedback on the project coming there.

ITEM 4 – CONSENT AGENDA

- A Approval of Draft Minutes 12-21-22
- B Pine Street & Cherry Street all way stoop
- D King Street 30 Minute Parking

Commissioner made a motion to pass Consent Agenda with
Commissioner seconded

Unanimous approval

ITEM 4.1 – DECEMBER MINUTES

Commissioner Overby stated that she made a suggestion of her own comments to be edited but I did have some concerns of the other content represented by some other folks had potentially said or not. I am not comfortable with the other contents. I just wanted an opportunity to not be able to approve the minutes as they are even though I do appreciate the fact that my comments have been corrected. That is my reason for pulling that so I cannot support that version.

Commissioner Hogan with that said I would welcome a motion for the minutes.

Commissioner Barr made a motion to approve the minutes.

Commissioner Fix seconded

Chair Hogan a motion from Commissioner Barr and a second from Commissioner Fox.

Any discussion around the motion?

All in favor say aye. Fox, Barr, O'Neill-Vivanco, Hogan, Damiani

All opposed – Commissioner Overby

Chair Hogan the December minutes pass by a vote of 5 to 1.

ITEM 5 – 194 REDROCK DRIVE – APPEAL

Chair Hogan stated we will welcome communications from Permitting & Inspections, then we will welcome communication from the Appellant, and then we will have a chance to ask questions in our role as the appeals board.

Haley McClenahan stated she would recommend taking sworn testimony from both city staff and the appellant and if the Commissioner would prefer I would be happy to swear the people testifying.

Commissioner Overby I just wanted to note based on our conversation here earlier today that for the record I had a similar experience to the appellant's in the past with predecessor city departments involved here although I do feel that I could provide a fair and impartial hearing, to avoid even the appearance of partiality one way or the other I will not be participating in the deliberations or decisions during this hearing.

Attorney Haley McClenahan asked Director Ward to raise his right hand to be sworn in.

Director Ward has agreed and stated he had with him Building Official Kim Ianelli and also on zoom Senior Building Official Brad Biggie in the event that their testimony will be necessary it would be helpful to have them sworn in now.

Kim Ianelli is sworn in and agrees to speak the truth.

Senior Building Official Brad Biggie is sworn in as well. And also agrees to the truth.

Director Bill Ward went into an explanation of the permitting process in receiving permits in 2008 is a little different from present day. Zoning and Building Permits were in two different building.

The appeal is about a property at Redrocks Condominium Unit 194. There were building permits that were issued at this location in 2008 but those projects were not inspected and closed according to the instructions that were given to the property owners when they applied for the permit. The project was for skylights and exhaust vents. Both permits were signed by the owners/applicant. Both permits remain open as of today. There was also an electrical permit opened for this same project with the same guidelines of it being inspected and closed and this one was inspected and closed by the Electrician. The trail stops here for about 14 years.

The trail begins again when property owners call the department to get the permit closed out from 2008. Inspector Kim Ianelli from our department went to the property on December 14, 2022 and found that the project met the building code with the exception of the window requirements and the window requirement was a second floor area over the garage that was going to be habitable space. The inspector found that the window was too small to meet the egress requirements for the second means of egress. The second means of escape is if the primary means of egress is blocked from a hazard there's another way out from what would have been a sleeping area. In this case it does need to meet requirements so a firefighter can get into it and get you out in a safe manner. It's called an escape window.

I called Assistant Fire Marshall Chris Franzen and he stated he was aware of the open permits in addition to the deficiencies he listed. He affirmed that an escape window would be required at the time of sale for the area above the garage to be accepted as a sleeping area or living area. The open zoning and building permits for this property recognize the space above garage as a habitable space which would allow it too be a sleeping area or living space.

Property owners believe the city should have notified them there were open permits but permits themselves state "the applicant must contact the department to schedule inspections of the work and obtain final project approval. There are no signatures on the 2008 permits.

The NFPA the egress window is a requirement. Department of Permitting and Inspections considers this a life safety issue and not a negotiable item. If we make an exception we will be taking on the liability from that point forward if tragedy struck and if anyone were injured or an emergency or fire in this room about the garage, this would include the current and future owners, their guests and potential hazards to any emergency responders.

My request is for the DPW Commission to uphold the staff decision that the Vermont Building and Fire Safety Codes specific to the NFPA 101 – Life Safety Code was

interpreted correctly by Inspector Ianelli and that the escape window that was required for habitable space over the garage at 195 Redrock Drive.

Chair Hogan per legal advice get a statement from the Appellant at this point.

Director Ward I believe I heard from direction that we submit our documents now we have them but we would be happy to submit them now.

Chair Hogan if you have hard copies yeah.

Annette Urbschat stated that the main reason for appealing this decision is that the fire inspection report from December stated it does not require us to install a new window. We have an official report from the Assistant Fire Marshall Chris as well as his unprompted verbal statement that an egress window would not be required in our case due to the use. We also feel city was neglectful on numerous occasions, including when approving our building plans in 2008 without requiring we add an egress window. We feel we had reasonable expectation that the city would have notified us of any outstanding issues sometime between 2008 and 2022.

We are unable to afford the \$1500 it would be required for the egress window.

Hayley McClenahan stated she would recommend that if there were any questions to inquire of Director Ward if they have any questions regarding his testimony allow Director Ward to ask any questions within that scope to respond in kind and then open it up to Commission questions. The property owner is afforded an opportunity in inquire into the city _____.

Chair Hogan to the appellant is there any questions you would like to ask the staff.

Ms. Urbschat stated she had a statement that she would like to make in response to the opening segment and that is the e mail communications with Chris Franzen indicated that because he knew that there were outstanding permits this was the reason he did not _____ but I do doubt that and I believe that it is hearsay. As I said, he walked up the stairs into the room and out of his own free will offered that we would not need a window because it was not a bedroom. I believe this is an after the fact and we just do not have any evidence of that Mr. Franzen was thinking about this permit when he inspected it.

Chair Hogan were you advised to check with the Fire Marshall and did you do so?

Ms. Urbschat stated they did not and we did not feel the necessity because we did not have a question.

Commissioner Damiani just to confirm there are currently two forms of egress and one of them, which is the window, is just not of the proper size according to the NFPA.

Director Ward stated correct, there is a way out a door or stairway and the second would be the window which is described as the existing window and I would point out that if you look at that window that was submitted in 2008 there aren't any measurements on there so there was no way for any building official to say it was too big or too small it doesn't say anything about the window. It would require an inspection too make sure the window fits.

Ms. Urbschat would argue that the city should have asked us what kind of window is this whoever approved the zoning. I feel that was definitely an oversight on the part of the city.

Commissioner Fox during the appellant's testimony she had said that zoning had approved their design so I am wondering if staff can confirm that for us. Director Ward yes zoning did approve the design. Zoning is the architectural appearance, building is life safety code, and that is why it is actually two different officials who look at it for review.

Ms. Urbschat stated she that the zoning permit was closed last month.

Commissioner Barr was the zoning permit approved when the were separate or was it after?

Director Ward stated the zoning permit was issued as a separate issue. It was closed as a separate issue as well.

Commissioner Barr asked that happened after the two entities fall under you right now? Director Ward it did.

Commissioner Barr I do get the idea that things somethings when you are a regular public person you don't always see all these things but requirements, code but when it falls to safety I have to say it really does mean that something has to be done to change it.

Director ward the permit would have to be changed; the current zoning permit allows it to be habitable space. If Inspector lanelli had gone into that room and seen a storage area with shelves and things like that, I think that it would be clear that it is not a living space and not a bedroom.

Ms. Urbschat stated she believes that is the crux of the matter where the discrepancy comes from the Fire Inspector having a different interpretation of bedroom versus living area and the building code is under the same heading that is my interpretation.

Building Inspector brad Biggies asks did Assistant Fire Marshall Franzan inform you that you had some open permits.

Ms. Urbschat stated they did not talk about permits.

Inspector Biggies stated he has been working with Fire Marshall's for some time and knows that if there are open permits they let that go our office which is why you had Inspector lanelli out there to close our permits which is when the window was identified is that correct.

Ms. Urbchat yes I still do not understand why he would have volunteered why he would have volunteered that this is not a bedroom and therefore you do not need the window. Inspector Biggie stated it is not contingent on being a bedroom its contingent on being a livable space.

Ms. Urbchat stated that because of the statement of Fire Marshall Franzen that the Fire Department has a different standard.

Commissioner Barr it seems to me to make it as simple as possible the option here is to put in the proper window if it's going to be a habitable space or revert back to storage space and then have the permit adjusted those are the two things on the table based on what staff is recommending. Is that true?

Director Ward stated this is correct.

Commissioner O'Neill-Vivanco would like to ask the appellant do you have any documentation of your conversation with the fire marshal when he said you do not need an egress window in your space or is it just you are recounting what he said?

Ms. Urbchat yeah it was just a conversation we did not have a recording of the conversation.

A couple questions for city staff follow up to what Commissioner Barr. What does it mean for zoning to approve design? What does that mean for a resident?

Director Ward stated in the simplest terms they would tell you that it looks nice and the trades' team tells you that it is safe. The zoning team is looking at the architecture of the building to make it meets the designs specifications under the CDO, the zoning ordinance for the City of Burlington. Specific design elements zoning is looking for. Thee trades team follows on to confirm that the windows that were actually approved meet the life safety code.

Commissioner O'Neill-Vivanco is it the city's responsibility to inform the residents of code?

Director Ward not the specific code – the code to direct them to is to make sure that they comply with the code and the specific elements is the property owners or applicant agrees too when they sign the permit to meet the elements of the code.

Commissioner O'Neill-Vivanco it is not a city standard for egress it's a state standard and NFPA is the standard for fire egress among other thing.

Inspector Biggie that is correct. Inspector Ianelli picked up on this and she is one hundred percent spot on.

Commissioner Hogan can you clarify what you did learn if anything when you went to this city clerk's office in July of last year?

Ms. Urbchat stated he did show her the microfiche, which shows if there are any liens on the property and there was nothing of the sort. And specifically asked if there was anything else that we needed to do and he said no.

Commissioner Hogan I'll note in preparation for this hearing I looked up I can see the permits still be issued there.

Ms. Urbschat stated they were never informed that the documents were transferred digital. I believe the city should have some mechanism to let people know that they have open permits.

Commissioner Hogan who did the construction? Did you do that work yourself?

Ms. Urbschat we oversaw it, we hired a local carpenter.

Commissioner Hogan livable space, would be habitable is it the issue the zoning permit is speaking in terms of habitable space.

Director Ward yes in order to have the space comply it needs to have zoning approval to make what was unconditioned space prior to make it habitable space and then the building permits to make it safe.

Commissioner Hogan attorney do we need to take further actions at this point for closing this item?

IF there were no testimony, I would recommend board enter into a deliberative session. Issue a written decision and make it available.

ITEM 6 - NORTH WINOOSKI AVENUE PARKING REGULATORY CHANGES

Director Spencer gave an overview on what was going to be coming up on North Winooski Avenue as to the parking and bike lanes, which will be installed.

The State of Vermont will be repaving North Winooski Avenue this summer and most likely DPW staff is proposing to remove on the east side of the street between Union and Riverside and bike lanes will be added. DPW staff has been seeking input from local businesses and residents on how the future North Winooski Avenue on street parking and the adjacent spaces on side streets should be regulated. DPW staff will most likely bring regulation recommendations to February 223 Commission meeting.

Commissioner Fox asked how they came up with an 80/20 split and the 20 percent enough to cover the staff time it will take to manage and enforce the parking.

Director Spencer stated that we a hearing from Council and from this body to go the extra steps to try to mitigate the impacts from removing approximately 40 spaces on this two block section of North Winooski Avenue and we have delved out cost here. By not having to install meters and using Mobile Pay for these devices and having the property owners still maintain the lots, we believe we can cover our costs with this small percentage.

Commissioner Barr supports this. Where will parking be? It will be in a variety of places from where it is removed.

Director Spencer stated it would be wherever any property owner agrees to open up their lot for public parking at times from them that are off peak.

Commissioner O'Neill-Vivanco, TDM is this part of the engagement process with businesses?

Director Spencer yes they have had opportunities to apply for the grants.

Commissioner O'Neill-Vivanco CHC on Riverside and the parking there. I wonder you know how the Community Health Centers sits on the flat but in the back goes down into the Intervale is there any parking that can be utilized, car park on that bottom. Parking regulations, outreach know on that block before you get to Riverside some of those you can park all day long so it invites some people to park there. Streetscape is that part of corridor plan as well.

Director Spencer in the longer term.

Commissioner O'Neill-Vivanco the outreach plane we are going door to door and reach people? Deal with some vulnerable population and meeting them as much as possible.

Director Spencer going door to door and with some other partners to offer business support services.

Commissioner Damiani stated what is the count of number of spaces losing?

Director Spencer stated it was around 50 spaces. Burlington Housing has offered six paces to the Community Health Center.

Commissioner Overby asked about if people who needed to store vehicles or people who come to the area. Parking lot available of bigger businesses. Changed parking on east side to open season, any preference for using kiosk method or permit?

Director Spencer stated there are a few parking lots along the corridor open to nights and weekends. We can do is Mobile Pay but we cannot afford to install a kiosk.

ITEM 7 – DIRECTOR'S RERPORT

Director Spencer did a bike share update CATMA is leading the multi stakeholder effort to return bike share to our region for the 2023 season.

Went over the budget for GMT stating that fares will be reinstated, services will be cut by 3% to help balance the budget.

ITEM 8 – COMMISSIONER COMMUNICATIONS

Commissioner Overby asked Director Spencer if on the Bike Share program will that include scooters a well or just focus on bike.

Director Spencer stated right now it was just bikes.

Commissioner Overby inquired on the GMT budgets if statistics were available for ridership as it was free.

Director Spencer stated ridership is down since the pandemic.

Commissioner O'Neill-Vivanco stated that since the pandemic there was hybrid schooling so many people did not have to take the bus.

Commissioner O'Neill-Vivanco loves her new 95-gallon toter for recycling.

Commissioner Barr stated either the bollards located near Chase Street were taken out by the plow or someone else took them out.

Commissioner Fox stated that bike lanes need to be repainted

Commissioner Hogan stated he needed a new water meter and the Water Department did a great job. Also need more queries about King Street because there are so many different aspects on the street.

ITEM 9 – ADJOURNMENT & NEXT MEETING DATE - FEBRUARY 15, 2021

Commissioner Barr made a motion for adjournment

Commissioner O'Neill-Vivanco seconded

Unanimous approval

Meeting ended at 8:44 p.m.

WENT INTO EXECUTIVE SESSION FOR THE APPEAL AT 194 REDROCK DRIVE