

Burlington Planning Commission

149 Church Street
Burlington, VT 05401
Telephone: (802) 865-7188
(802) 865-7195 (FAX)
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www.burlingtonvt.gov/pz

*Andy Montroll, Chair
Bruce Baker, Vice-Chair
Yves Bradley
Alexander Friend
Michael Gaughan
Emily Lee
Brynne Martin*

Regular Meeting Burlington Planning Commission

January 11, 2022, 6:30 P.M.

Remote & Virtual Meeting via Zoom

In-Person Option Available:

Bushor Conference Room (Room 102), 1st Floor of City Hall, 149 Church St.

To Join the Meeting on a Computer

Link: <https://us02web.zoom.us/j/85626575088>

To Join the Meeting on a Phone

Number: +1 312 626 6799 Meeting ID: 856 2657 5088

AGENDA

I. Agenda

II. Public Forum *See details on pg 3 of packet for participating remotely.*

III. Chair's Report

IV. Director's Report

V. Proposed CDO Amendment: Minimum Parking & TDM Requirements

At the Commission's request, the City Council Ordinance Committee has referred this draft amendment to the Planning Commission for review and comments ahead of the Committee's discussion in February. Staff will provide an update on the current draft as proposed by the City Council, as well as additional considerations from staff for the Commission's input. Details related to this amendment are enclosed in the agenda packet on page 4.

Staff Recommendation: Ask questions of staff, and provide policy feedback for the Council Ordinance Committee on the draft ordinance. This item and the Commission's feedback can be reviewed again at the January 25 meeting.

VI. Commissioner Items

- a. Upcoming Meetings will be hybrid/online unless otherwise noted:
 - i. January 25, 2022, 6:30pm
 - ii. February 8, 2022, 6:30pm
- b. Committee Reports
 - i. Ordinance Committee
 - ii. Executive Committee meets January 25, 2022, 5:30pm

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at (802) 540-2505. Written comments on items may be directed to the Planning Commission at 149 Church Street, Burlington, VT 05401, or at mtuttle@burlingtonvt.gov

January 11, 2022

VII. Minutes & Communications

- a. The minutes of the December 14 meeting are enclosed in the agenda packet on page 38.
- b. Communications are enclosed in the agenda packet on page 41.

VIII. Adjourn

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Guidance for Participating in a Virtual Planning Commission Meeting

As social distancing measures to preserve public health and safety continue to be required to prevent the spread of COVID-19, or are recommended as a standard practice, the Office of City Planning will be supporting the Planning Commission to conduct their meetings online via Zoom. Here is information about how to join a virtual meeting, and what to expect while participating.

General Guidance for Public Participation

Please remember that in this digital meeting environment, meetings are open to the public and anyone may be watching or listening even if you cannot see them. Meetings will be recorded, and both the recording and chat content of the meeting will be maintained as a public record.

Please ensure your display photo and screen name are professional, such as using your first and last name. Please test your audio and video prior to the start of a meeting, and familiarize yourself with how to join a meeting by your chosen method. And finally, please be patient with us. Technology doesn't always work as planned, and we are all learning how to hold a successful virtual meeting!

How to Join a Virtual Meeting

Zoom allows participation via either computer or telephone. Each agenda for a meeting that will be conducted virtually will include details about how to join via either of these options, including a web address, phone number, Meeting ID, and password.

If you participate via computer, you have the option of seeing Commissioner videos and any presentation materials that may be shared. If you use either a standard phone or cell phone to call in, you will only hear the audio portion of the meeting. If you join via a smartphone, you may have the option to download the Zoom app, which will enable you to see and hear the meeting.

How to Participate in a Virtual Meeting

During meetings, only Planning Commission members and limited staff members will be viewed on video. Members of the public attending a meeting will be muted, except when invited to speak during public forum or a public hearing. Whether members of the public can speak at other times during the meeting is the discretion of the Chair.

If you want to speak during public forum, please take the following steps to assist us in making this process run as smoothly as possible:

- Email staff at mtuttle@burlingtonvt.gov by 5pm on the day before a meeting to indicate your interest in speaking. You do not need to provide your comments. Staff will enable your microphone as your name is called from a list of interested speakers.
- During a meeting, you can use the "Raise Hand" feature, or indicate in a chat message that you wish to speak during public forum. Staff will enable your microphone as your name is called.
- If you are interested in submitting your comments in writing instead of speaking during the meeting, you may do so by 5pm the day before a meeting, they will be forwarded to the Commissioners ahead of the meeting.

TO: Burlington Planning Commission
FROM: Meagan Tuttle, AICP, and Director
DATE: January 7, 2022
RE: Discussion topics for Minimum and Maximum Parking & TDM Amendment

Background

The proposed amendment was introduced by the City Council, and referred to its Ordinance Committee in the fall of 2021. Following an invitation to a joint meeting with the Council Ordinance Committee, the Commission requested that the amendment be referred for a thorough review and discussion, and to provide comments to the Council on its development. As such, the Council Ordinance Committee has referred this to the Commission, with a request that it be returned for their action in February.

Staff has discussed the proposed amendment with the Council Ordinance Committee in three meetings. Based on those discussions, a number of changes to the original draft ordinance have been made. These changes are incorporated and highlighted in the attached Ordinance markups.

Also enclosed is an overview of the amendment from the November joint meeting with the Council Ordinance Committee and a larger-scale map of the existing Parking Districts.

Discussion Topics

At the joint meeting with the Council Ordinance Committee in November, staff identified a number of items to address in the draft ordinance. With one exception, these have been addressed in the staff changes in the attached document.

The item that has not been addressed is the staff concern about whether the current TDM requirements are appropriate to expand to Neighborhood Parking Districts as well as the resulting administrative burden for ongoing administration of the ordinance.

Additionally, the Department of Permitting & Inspections has identified a number of clarifications that it is seeking the department's and Commission's input on, particularly with regard to the existing TDM requirements that were adopted in 2020. These questions have emerged from the routine administration of the ordinance in the last year:

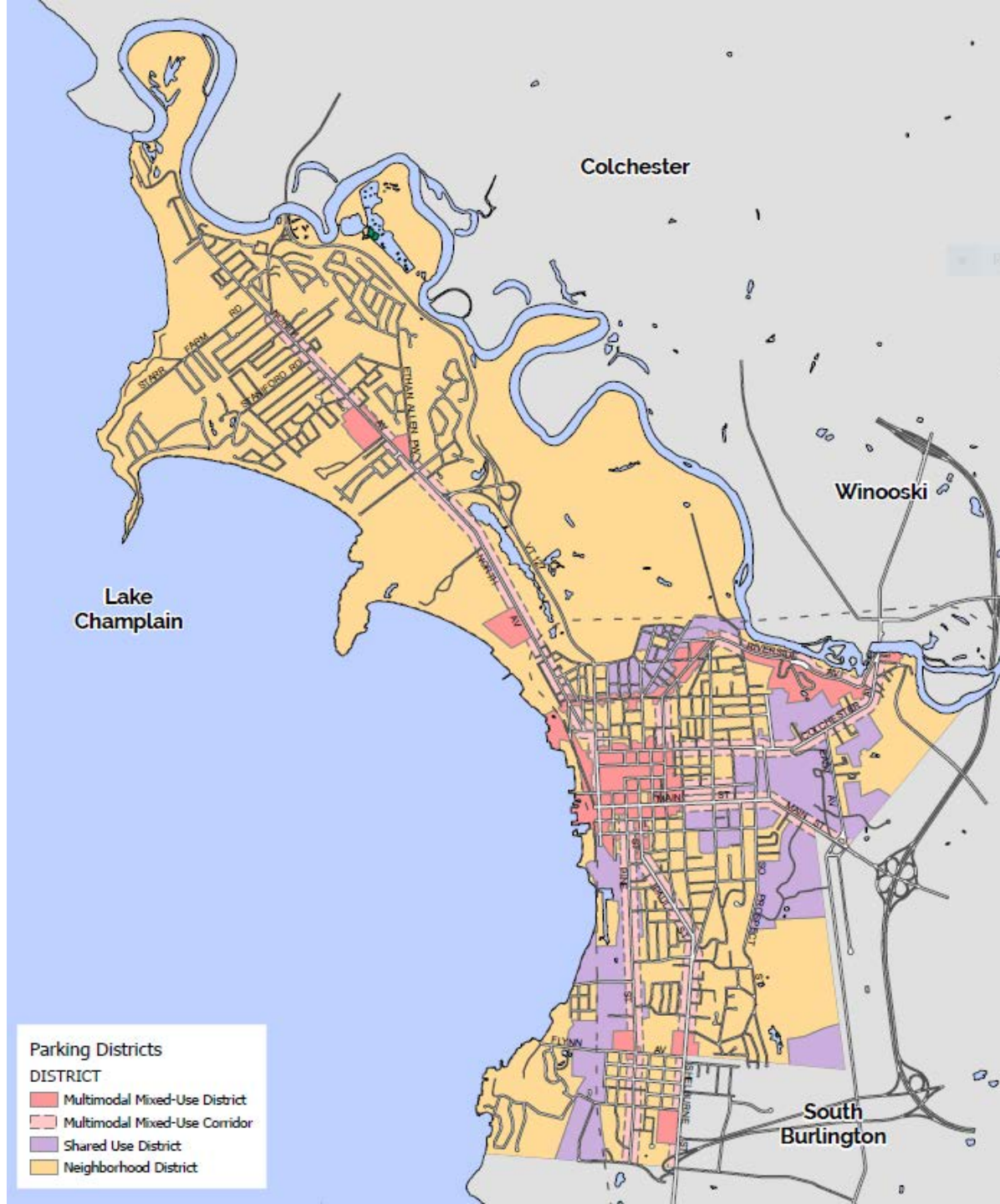
- Is the intent that projects that are 100% affordable housing, which have no minimum parking requirement, be required to comply with the TDM requirements in Sec. 8.1.16?
- The requirement for ongoing parking analysis in "parking management" does not articulate a distinction between new/additional parking and existing parking. For example, COTS on Main Street has existing parking and is building an addition, but no new parking, and the TDM requires ongoing parking analysis. Is this the intent, or should this analysis be based on the provision of new/additional parking?
- For "TDM Strategies," we should articulate what equivalent or better actually means for the TMA option. This does not need to be part of the ordinance language, but guidance should be provided for the department to issue guidance to applicants or an administrative interpretation.
- Confirm the intent of language about offering priority parking for car share spaces simply refers to making space available, but does not require that applicants must pay for an actual space on site.

Discussion Topics

- Introduce Amendment & Purpose
- Update on Implementation of Recent Article 8 Amendments
- Staff Assessment of Draft Ordinance
- Process and Timeline
- Next Steps

Overview of Proposed Amendment

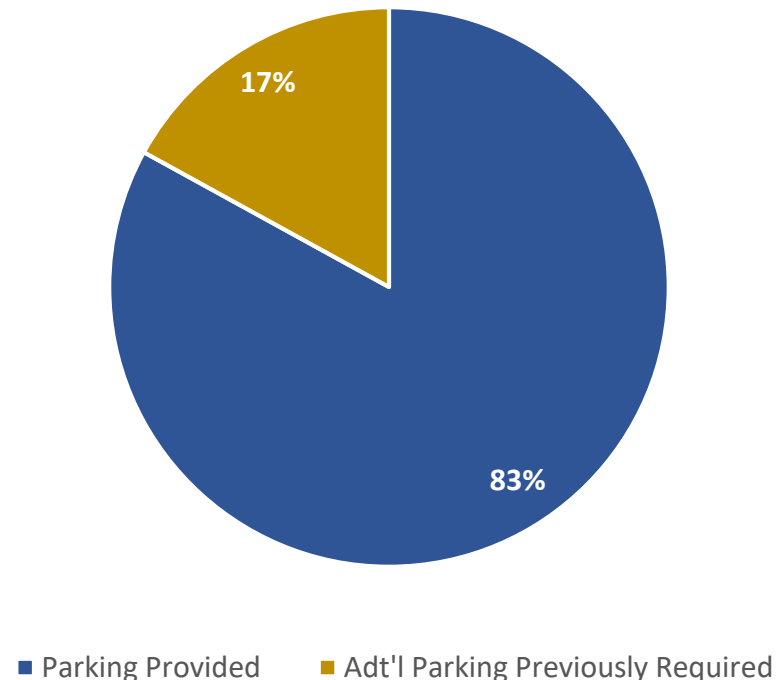
- Eliminates Minimum On-Site Parking requirements citywide, no change to existing parking districts
- Translates Minimum On-Site Parking requirements into Maximum On-Site Parking allowances
 - *Proposed Maximums largely reflect the ordinance's existing Maximum limits*
- Creates new tiers to require Transportation Demand Management Program (TDM) in Shared Use and Neighborhood Parking districts
 - *Threshold for non-residential (8,000 s.f.) and mixed-use buildings (15,000 s.f.) is the same as the existing district*
 - *Residential threshold is 5 dwelling units (change from 10 units in existing district)*
- Maintains the TDM Program requirements of the existing ordinance



Update on Recent Amendments

Since Article 8 Amendments were adopted in December 2020:

Projects Requiring TDM Plan



- 4 approved projects; 2 pending projects
 - 2 mixed use projects
 - 4 entirely residential* with mix of new & additional units
- 5 projects* include 604 parking spaces, which is 83% of the 725 spaces that would have been required under previous minimum parking standards
- All require annual reporting on outreach & education, TDM strategies, and parking management

**One is pending permit is a nursing home seeking a waiver from Max. Parking limits; this project is not counted in parking total*

Update on Recent Amendments

Since Article 8 Amendments were adopted in December 2020:

Small-Scale Projects (No TDM)

- 17 approved projects
 - 10 primarily residential projects
 - 5 commercial projects
- 104 parking spaces would have been required under previous minimum parking standards
- Projects are all under the thresholds (10 units or 8,000 sq.ft.) that would require TDM plans

Staff Feedback on Draft Ord.

The following questions and considerations are offered for discussion:

- Translation of minimums to maximums needs some cleanup to address “0” maximum limits and for projects with Inclusionary Housing Units
- Consider how to address existing permits in Shared Use & Neighborhood Parking Districts
 - *I.e. specify whether to release or maintain existing permit requirements*
- Consider necessity of Shared Parking for Off-Site Use provisions
- Need to determine how this changes the Joint Institutional Parking Management Plan requirements
- Current TDM standards require ongoing administration; expansion of TDM requirements will require additional staff resources
- Consider splitting the question: maximum parking vs TDM requirements
 - *FY22 Budget for Office of City Planning includes a citywide TDM Strategy and an Impact Fee Study; these projects should inform future TDM requirements*

Process & Timeline

- Recommend outreach to include at least:
 - posting on FPF; presentations to NPA's; update to participants in 2019-2020 parking amendment discussions
- Amendment likely to take at least 6 months until adoption by Council:
 - Council Ordinance Committee outreach & deliberations
 - Referral back to City Council for discussion/deliberation; if supported, must be referred to Planning Commission (per State Statute)
 - Planning Commission holds Public Hearing & approve required Municipal Bylaw Amendment Report
 - Council action to Warn Public Hearing
 - Second Read, Public Hearing & Adoption

Resolution Relating to

Comprehensive Development Ordinance, Minimum and
Maximum Parking Requirements and Transportation Demand
Management

RESOLUTION _____

Sponsor(s): Councilor Hanson
Introduced: _____
Referred to: _____
Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-one.....

Resolved by the City Council of the City of Burlington, as follows:

- 1 That Appendix A, Comprehensive Development Ordinance, of the Code of Ordinances of the City of
2 Burlington, **Article 4: Zoning Maps and Districts, Part 4: Base Zoning District Regulations, be and hereby**
3 **is amended by amending Section 4.4.5 (d) 4. C. Residential Occupancy Limits; and** Article 8: Parking,
4 Part 1: General Requirements, be and hereby is amended by amending Sections 8.1.3, Parking Districts,
5 Parking Districts, 8.1.6, Existing Structures: Exemption in Downtown District, 8.1.8, Minimum Off-Street
6 Parking Requirements, Table 8.1.8-1 Maximum Off-Street Parking Requirements, 8.1.9, Maximum
7 Parking Spaces, 8.1.12 Limitations, Location, Use of Facilities, 8.1.15 Waivers from Parking
8 Requirements/Parking Management Plans, and adding Section 8.1.16 Transportation Demand
9 Management; **and Article 8: Parking, Part 3: Institutional Parking Plans be and hereby is amended by**
10 **amending Section 8.3.3 Institutional Parking Management Plans;** thereto to read as follows:
11 **Sec. 4.4.5 Residential Districts**
12 **(a) – (c) As written.**
13
14 **(d) District Specific Regulations**
15 **1-3 As written.**
16
17 **4. Residential Density**
18 **A-B As written.**
19
20 **C. Residential Occupancy Limits**
21 In all residential districts, the occupancy of any dwelling unit is limited to members of a family
22 as defined in Article 13. Notwithstanding the following, the minimum square footage
23 requirements shall be reduced by ten (10%) percent in situations where the residential premises
24 are owner occupied.
25 Subject to Conditional Use approval by the DRB, a dwelling unit may be occupied by more
26 than four (4) unrelated adults if it contains at least twenty-five hundred (2,500) square feet
27 excluding its attic and basement pursuant to the following:
28 (i) If in a RL district, the dwelling unit also contains at least an additional two hundred fifty
29 (250) square feet and **two (2) parking spaces, plus one (1) additional parking space per adult**
30 **occupant in excess of four (4); or,**
31 (ii) If in a RM district, the dwelling unit also contains at least an additional two hundred (200)

Commented [MT1]: All changes highlighted in yellow are changes that have been made by staff to this amendment since it was introduced to/by the Council.

Commented [MT2]: These changes maintain requirements for parking in effect today. See changes in Sec 8 below for more context.

Resolution Relating to Comprehensive Development Ordinance, Minimum and Maximum
Parking Requirements and Transportation Demand Management

square feet and ~~two (2) parking spaces, plus~~ one (1) additional parking space per adult occupant in excess of four (4).

(iii) If in a RH district, the dwelling unit also contains at least an additional 150 square feet and ~~two (2) parking spaces, plus~~ and one (1) additional parking space per adult occupant in excess of four (4).

In considering a request relating to permitting a greater number of unrelated individuals residing in a dwelling unit within a residential zoning district, no conditional use permit may be granted unless all facilities within the dwelling unit, including bathroom and kitchen facilities are accessible to the occupants without passing through any bedroom. Each room proposed to be occupied as a bedroom must contain at least one hundred twenty (120) square feet.

5-6 As written.

Sec. 8.1.3 Parking Districts

The demand for parking is highly dependent on the context within which a given use or structure is located. Factors such as proximity to other related uses, availability of public transportation ~~and~~ alternative forms of and supports for transportation, the density of land uses, and the ability to share parking with nearby uses are all factors which influence the demand for individual and dedicated off-site parking. For the purposes of this Article, the following three (3) Parking Districts as illustrated in Map 8.1.3-1 are hereby created:

(a) Neighborhood Parking District:

This parking district ~~establishes the baseline of parking requirements throughout the city where~~ encompasses the primarily residential neighborhoods of the city where the demand for off-site parking is largely dependent on the needs and characteristics of and transportation resources available to an individual site or land use.

(b) Shared Use Parking District:

This parking district ~~reduces the requirements from the baseline standards recognizing~~ recognizes that opportunities exist to share parking demand between related nearby land uses, and that travel to and between these uses may not be strictly automobile dependent.

(c) Multimodal Mixed-Use Parking District:

This parking district ~~recognizes that eliminates the minimum on-site parking requirements of Sec. 8.1.8~~ recognizing the opportunity for extensive sharing of parking demand between nearby mixed land uses makes travel to and between proximate land uses largely independent from an automobile; and that an array of non-vehicular transportation modes, public parking facilities, and frequent transit service greatly reduces the need for independent on-site parking for individual land uses.

This Parking District includes all properties in the following Zoning Districts:

- (a) Downtown Core (FD6)
- (b) Downtown Center (FD5)
- (c) Downtown Waterfront – Public Trust (DW-PT)
- (d) Neighborhood Activity Center (NAC)
- (e) Neighborhood Mixed Use (NMU)

Resolution Relating to Comprehensive Development Ordinance, Minimum and Maximum
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- (f) NAC – Riverside (NAC-R)
(g) NAC – Cambrian Rise (NAC-CR)

With the exception of those properties subject to Part 3 - Institutional Parking Management Plans, this Parking District also includes all properties with street frontage on the following major thoroughfares to a maximum depth of 200-ft.:

- (a) North Avenue from Battery Park to Plattsburg Avenue
(b) Colchester Avenue
(c) Pearl Street
(d) North Winooski Avenue
(e) Riverside Avenue from N. Winooski Ave to Colchester Ave
(f) Battery Street
(g) Main Street
(h) College Street to South Williams Street
(i) Pine Street
(j) Saint Paul Street
(k) Shelburne Street

With respect to permits issued with parking requirements in this Parking District prior to the effective date of the amendment to eliminate minimum onsite parking, an administrative permit amendment may be requested to remove the parking requirement based upon the change in regulation. This does not apply to permits containing public parking provided in exchange for an Article 4 Development Bonus (See Sec. 4.4.1(d)(5)(A)). For those permits, the public parking provided shall be maintained.

Commented [MT3]: This has been relocated to Sec 8.1.4 below, and clarifies that this does not apply in the Neighborhood & Shared Use Districts.

Map 8.1.3-1 Parking Districts As written.

Sec. 8.1.4 Existing Structures

Any structure or land use lawfully in existence prior to the adoption of this ordinance shall not be subject to the requirements of this Article as long as the kind or extent of use is not changed, and provided further that any parking facilities now serving such structures shall not in the future be ~~reduced below such requirements~~.

Within the Multimodal Mixed-Use Parking District, an administrative permit may be requested to remove the minimum off-street parking requirements associated with permits issued prior to December 16, 2020. This provision does not apply to permits containing public parking provided in exchange for an Article 4 Development Bonus (See Sec. 4.4.1 (d) (5) (A)). For those permits, the public parking provided shall be maintained. This provision does not apply within the Neighborhood or Shared Use Parking Districts.

Sec. 8.1.5 Existing Structures - Change or Expansion of Use

Whenever there is an alteration or conversion of a structure or a change or expansion of a use which increases affects the parking requirements, the parking requirements of this Article shall apply only to the new use or net new area of the expanded use. total additional parking requirements for the alteration, conversion,

Resolution Relating to Comprehensive Development Ordinance, Minimum and Maximum
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change, or expansion shall be provided in accordance with the requirements of this Article. A waiver may be requested pursuant to the provisions of Sec. 8.1.15.

Sec. 8.1.6 Affordable Housing and Historic Buildings Exemption (Reserved)

Regardless of location, the Minimum Off-Street Parking Requirements found under Sec. 8.1.8 below shall not apply to any of the following:

- (a) The creation of permanently affordable inclusionary housing units satisfying the applicable provisions of Article 9 Part 1—Inclusionary Housing (see Sec. 9.1.10 Income Eligibility and Sec. 9.1.11 Calculating Rents and Selling Prices);
- (b) The adaptive reuse and/or substantial rehabilitation of a building listed on the State or National Register of Historic Places; and,
- (c) The creation of an Accessory Dwelling Unit subject to the provisions of Sec. 5.4.5.

Sec. 8.1.7 Non-Conforming Residential Structure (Reserved)

Where additions or conversions to existing residential structures within a Neighborhood or Shared-Use Parking District add living space but do not add dwelling units, and such sites do not currently meet the parking standards of Sec. 8.1.8, one (1) parking space shall be provided for each additional room. Single detached dwellings shall be exempt from this requirement.

Sec. 8.1.8 Minimum Off-Street Parking Requirements

Requirements for a minimum number of off-street parking spaces have been recognized as an impediment to building housing and other desired uses, inhibit the expansion of alternative transportation and transportation demand management, and act as an instrument to overbuild parking and incentivize single occupancy automobile use. and are. Therefore, minimum off-street spaces are eliminated in all parking districts for all uses except for applications seeking to exceed occupancy of a dwelling unit by more than four (4) unrelated adults. Such applications are subject to the parking requirements of Sec. 4.4.5 (d), 4, C, Residential Occupancy Limits.

Commented [MT4]: The Council Ordinance Committee wanted to ensure that eliminating minimums did not impact these occupancy standards as they exist today. This Section references those standards, which are also modified in the Article 4 changes above.

A minimum number of off-street parking spaces for all uses and structures shall be provided in accordance with Table 8.1.8-1 below.

- (a) Where a use is not listed, the minimum parking requirements shall be determined by the administrative officer based upon a determination that the use is substantially equivalent in use, nature, and impact to a listed use.
- (b) When the calculation yields a fractional number of required spaces, the number of spaces shall be rounded to the nearest whole number.
- (c) The minimum off-street parking requirement for a development with inclusionary housing units provided on site shall be reduced by the percentage of inclusionary units required by Article 9. (Example: A 100-unit residential development with a requirement of 15% inclusionary units shall provide minimum off-street parking based on 85 dwelling units.)

Table 8.1.8 Minimum Off-Street Parking Requirements

Table 8.1.8-1 Minimum Off Street Parking Requirements			
	Neighborhood Districts	Shared Use Districts	Multimodal Mixed-Use Districts
RESIDENTIAL USES¹	Per Dwelling Unit except as noted		
Multi-unit attached dwelling units, studio units or 1-bedroom dwelling unit.	2	1	0
Single Family detached and Duplex	2	2	0
1. Adjusted for development with inclusionary housing units per Sec. 8.1.8(c).			
RESIDENTIAL USES – SPECIAL¹	Per Dwelling Unit except as noted		
Assisted Living	0.5	0.5	0
Bed and Breakfast (per room, in addition to single family residence)	1	0.75	0
Boarding House (per two (2) beds)	1	0.75	0
Community House	1	0.75	0
Convalescent Home (per four (4) beds)	1	1	0
Dormitory (per two (2) beds)	1	1	0
Emergency Shelter	0	0	0
Group Home (per two (2) beds)	1	1	0
Historic Inn (per room, in addition to single family residence)	1	0.75	0
Sorority & Fraternity (per two (2) beds)	1	1	0
NON-RESIDENTIAL USES	Per 1,000 square feet of gross floor area (gfa) except as noted		
Adult Day Care (per two (2) employees)	1	1	0
Agricultural Use	0	0	0
Amusement Arcade	2	1	0
Animal Boarding/Kennel/Shelter	2.5	1.5	0
Animal Grooming (per grooming station)	1	1	0
Animal Hospitals/Veterinarian Office	3	2	0
Appliance & Furniture Sales/Service	2.5	1	0

Table 8.1.8-1 Minimum Off Street Parking Requirements

	Neighborhood Districts	Shared Use Districts	Multimodal Mixed-Use Districts
Aquarium	1-3	1	0
Art Gallery/Studio	3-3	2-5	0
Auction Houses	3-3	2-5	0
Automobile & Marine Parts Sales	2-5	1-5	0
Automobile Body Shop	2 plus 1/bay	2 plus 1/bay	0
Automobile Repair/Service	2 plus 1/bay	2 plus 1/bay	0
Automobile Sales—New & Used	2	2	0
Bakery	2-5	2-5	0
Bank, Credit Union	2-5	2	0
Bar/Tavern	4	3	0
Beauty/Barber Shop (per station/chair)	1	1	0
Bicycle Sales/Repair	2-5	1	0
Billiard Parlor (per game table)	1	1	0
Boat Repair/Service	2	2	0
Boat Sales/Rental	2	2	0
Boat Storage	3	2	0
Bowling Alley (per lane)	3	2	0
Building Material Sales	3-3	2-5	0
Café (per four (4) seats)	1	0	0
Camp Ground (per camping space)	1	1	0
Car Wash (stacking spaces per wash bay)	4	4	0
Cemetery	0	0	0
Cinema (per four (4) seats)	1	1	0
Club, Membership	3-3	2-5	0
Community Center	3-3	2-5	0
Community Garden (per ten (10) plots)	1	1	0
Conference Center	3	2	0

Resolution Relating to

Comprehensive Development Ordinance, Minimum and Maximum
Parking Requirements and Transportation Demand Management**Table 8.1.8-1 Minimum Off Street Parking Requirements**

	Neighborhood Districts	Shared Use Districts	Multimodal Mixed-Use Districts
Contractor Yard (per 1,000 gfa of office space)	2.5	2	0
Convenience Store	3	2	0
Convention Center	n/a	3	0
Courthouse	n/a	3.3	0
Crematory (per FTE employee)	1	1	0
Crisis Counseling Center	4	3	0
Daycare – Home (6 children or less)	<u>None (0)</u>	<u>None (0)</u>	0
Daycare – Large (Over 20 children) (per two (2) employees)	<u>1 plus 1 drop-off per 5 children</u>	<u>1 plus 1 drop-off per 5 children</u>	0
Daycare – Small (20 children or less) (per two (2) employees)	<u>1 plus 1 drop-off per 5 children</u>	<u>1 plus 1 drop-off per 5 children</u>	0
Dental Lab	2	1	0
Distribution Center (per 3,000 gfa)	1	0.75	0
Dry Cleaning Plant	1.3	1	0
Dry Cleaning Service	2.5	2	0
Film Studio	3.3	2.5	0
Fire Station (per apparatus)	2	2	0
Food & Beverage Processing	1.3, plus 3 per 1,000 gfa devoted to patron use	1, plus 2 per 1,000 gfa devoted to patron use	0
Fuel Service Station (per employee/shift)	1	1	0
Funeral Home (per four (4) seats)	1	1	0
Garden Supply Store (per 1,000 gfa of retail area)	3	2	0
General Merchandise/Retail	3	2	0
Grocery Store	3	2	0

Table 8.1.8-1 Minimum Off Street Parking Requirements

	Neighborhood Districts	Shared Use Districts	<u>Multimodal Mixed-Use</u> Districts
Hazardous Waste Collection/Disposal (per two (2) employees on the largest shift)	1	1	0
Health Club	3	2	0
Health Studio	2	1	0
Hospitals (per patient bed)	2	2	0
Hostel (per two (2) beds)	0.5	0.5	0
Hotel/Motel (per room)	1	0.75	0
Laundromats (per washing machine)	1	1	0
Library	1.3	1	0
Lumber Yard (per 1,000 gfa of retail area.)	3	2	0
Manufacturing Light	1.3, plus 3 per 1,000 gfa devoted to patron use.	1.3, plus 2 per 1,000 gfa devoted to patron use.	0
Manufacturing	1.3, plus 3 per 1,000 gfa devoted to patron use.	1.3, plus 2 per 1,000 gfa devoted to patron use.	0
Marina (per berth)	0.5	0.5	0
Medical Lab	2	1	0
Museum	1.3	1	0
Office—General	2	2	0
Office—Medical, Dental	3	2	0
Office—Technical	2	2	0
Open Air Markets	0	0	0
Operations Center—Taxi (per three (3) employees)	1	1	0
Operations Center—Truck/Bus (per 3,000 gfa)	1	0.75	0

Table 8.1.8-1 Minimum Off Street Parking Requirements

	Neighborhood Districts	Shared Use Districts	Multimodal Mixed-Use Districts
Park (per playing area)	5	0	0
Parking Garage—Private	0	0	0
Parking Lot—Private	0	0	0
Performing Arts Center (per four (4) seats)	1	1	0
Performing Arts Studio	1	0	0
Pet Store	2.5	1	0
Pharmacy	3	2	0
Photo Studio	2.5	1	0
Photography Lab	1	1	0
Police Station	2.5	2	0
Post Office	1.3	1	0
Post Office—Local	2	2	0
Printing Plant	1.3	1	0
Printing Shop	2	2	0
Public Transit Terminal	1 per 200 gfa of public waiting space	1 per 200 gfa of public waiting space	0
Public Works Yard/Garage	0	0	0
Radio & TV Studio	2	2	0
Rail Equip. Storage & Repair	0	0	0
Recording Studio	1.3	1	0
Recreational Facility—Indoor (per four (4) seats)	1	1	0
Recreational Facility—Outdoor (per playing field)	15	10	0
Recreational Facility—Outdoor Commercial	Larger of 1 per 4 seats or 15 per playing field	Larger of 1 per 4 seats or 10 per playing field	0

Table 8.1.8-1 Minimum Off Street Parking Requirements

	Neighborhood Districts	Shared Use Districts	Multimodal Mixed-Use Districts
Recreational Vehicle Sales—New and Used	2	2	0
Recycling Center—Large above 2,000 gfa	0	0	0
Recycling Center—Small 2,000 gfa or less	0	0	0
Research Lab	2.5	2	0
Restaurant	4	3	0
Restaurant—Take Out	4	3	0
Salon/Spa	4	4	0
School—Secondary (per Classroom)	7	5	0
School—Primary (per Classroom)	1.5	1.5	0
School—Preschool (per two (2) employees)	1 plus 1 drop- off per 5 children	1 plus 1 drop-off per 5 children	0
School—Trade/Professional	5	3	0
School, Post Secondary	2	2	0
Solid Waste Facility—Incinerator, Landfill, Transfer Station	0	0	0
Tailor Shop	2	1	0
Vehicle Salvage	0	0	0
Warehouse	0.5	0.35	0
Warehouse—Self Storage Facility	1 per resident manager, plus 1 per 100 leasable storage spaces	1 per resident manager, plus 1 per 100 leasable storage spaces	0
Warehouse—Retail	3-3	2.5	0
Wholesale Sales	1-3	1	0
Worship, Place of (per four (4) seats)	1	1	0

Resolution Relating to Comprehensive Development Ordinance, Minimum and Maximum Parking Requirements and Transportation Demand Management

Sec. 8.1.9 Maximum On-Site Parking Spaces

The total number of off-street parking spaces provided in any parking district shall not be more than as required in Table 8.1.9-1 below:

(a) Where a use is not listed, the maximum parking requirements shall be determined by the administrative officer based upon a determination that the use is substantially equivalent in use, nature, and impact to a listed use.

(b) The maximum off-street parking requirement for a development with inclusionary housing units provided on-site shall be reduced by the percentage of inclusionary units required by Article 9. (Example: A 100-unit residential development with a requirement of 15% inclusionary units shall provide maximum off-street parking based on 85 dwelling units.)

Commented [MT5]: The original markups here would have forced 100% affordable projects to have a max of 0 spaces. This was not the intent and ha

Table 8.1.9-1 Maximum Off-Street Parking Requirements

Table 8.1.9-1 Maximum Off-Street Parking Requirements		
Neighborhood District	Shared Use District	Multimodal Mixed-Use District
125% of the minimum number of spaces required for the Neighborhood Parking District for any given use as required in Table 8.1.8-1	100% of the minimum number of spaces required for the Neighborhood Parking District for any given use as required in Table 8.1.8-1	100% of the minimum number of spaces required for the Shared Parking District for any given use as required in Table 8.1.8-1

Table 8.1.9-1 Maximum Off-Street Parking Requirements			
	Neighborhood Districts	Shared Use Districts	Multimodal Mixed-Use Districts
RESIDENTIAL USES¹	Per Dwelling Unit except as noted		
<u>Multi-unit attached dwelling units, studio units or 1-bedroom dwelling unit.</u>	<u>32.5</u>	<u>2</u>	<u>1</u>
<u>Single Family detached and Duplex</u>	<u>32.5</u>	<u>2</u>	<u>2</u>
1. <u>Adjusted for development with inclusionary housing units per Sec. 8.1.8(c).</u>			
RESIDENTIAL USES - SPECIAL¹	Per Dwelling Unit except as noted		
<u>Assisted Living</u>	<u>10.75</u>	<u>10.5</u>	<u>10.5</u>
<u>Bed and Breakfast (per room, in addition to single-family residence)</u>	<u>1.25</u>	<u>1</u>	<u>10.75</u>
<u>Boarding House (per two (2) beds)</u>	<u>1.25</u>	<u>1</u>	<u>10.75</u>

Commented [MT6]: Throughout this table, all fractions have been rounded, per the CDO's standards for rounding. All situations where the maximum was "0" or less than 1 have been changed to 1, except a few uses, noted.

Table 8.1.9-1 Maximum Off-Street Parking Requirements

	<u>Neighborhood Districts</u>	<u>Shared Use Districts</u>	<u>Multimodal Mixed-Use Districts</u>
<u>Community House</u>	<u>1.25</u>	<u>1</u>	<u>10.75</u>
<u>Convalescent Home (per four (4) beds)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Dormitory (per two (2) beds)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Emergency Shelter</u>	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>
<u>Group Home (per two (2) beds)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Historic Inn (per room, in addition to single-family residence)</u>	<u>1.25</u>	<u>1</u>	<u>10.75</u>
<u>Sorority & Fraternity (per two (2) beds)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
NON-RESIDENTIAL USES			
	Per 1,000 square feet of gross floor area (gfa) except as noted		
<u>Adult Day Care (per two (2) employees)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Agricultural Use</u>	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>
<u>Amusement Arcade</u>	<u>32.5</u>	<u>2</u>	<u>1</u>
<u>Animal Boarding/Kennel/Shelter</u>	<u>33.25</u>	<u>32.5</u>	<u>24.5</u>
<u>Animal Grooming (per grooming station)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Animal Hospitals/Veterinarian Office</u>	<u>43.75</u>	<u>3</u>	<u>2</u>
<u>Appliance & Furniture Sales/Service</u>	<u>32.5</u>	<u>32.5</u>	<u>1</u>
<u>Aquarium</u>	<u>24.6</u>	<u>1.3</u>	<u>1</u>
<u>Art Gallery/Studio</u>	<u>4.1</u>	<u>3.3</u>	<u>32.5</u>
<u>Auction Houses</u>	<u>4.1</u>	<u>3.3</u>	<u>32.5</u>
<u>Automobile & Marine Parts Sales</u>	<u>32.5</u>	<u>32.5</u>	<u>24.5</u>
<u>Automobile Body Shop</u>	<u>32.5 plus 1.25/bay</u>	<u>2 plus 1/bay</u>	<u>2 plus 1/bay</u>
<u>Automobile Repair/Service</u>	<u>32.5 plus 1.25/bay</u>	<u>2 plus 1/bay</u>	<u>2 plus 1/bay</u>
<u>Automobile Sales – New & Used</u>	<u>32.5</u>	<u>2</u>	<u>2</u>
<u>Bakery</u>	<u>32.5</u>	<u>32.5</u>	<u>32.5</u>
<u>Bank, Credit Union</u>	<u>32.5</u>	<u>32.5</u>	<u>2</u>

Commented [MT6]: Throughout this table, all fractions have been rounded, per the CDO's standards for rounding. All situations where the maximum was "0" or less than 1 have been changed to 1, except a few uses, noted.

Commented [MT7]: These auto-oriented uses may need to be increased since these are maximums as they're not conducive to shared parking like other uses.

For example, if built new today, Brian's Auto on North Ave would be limited to max of 10 spaces (as a 3,500 sq.ft. space with 3 garage bays).

Consider using same standard as General Merchandise/Retail uses.

Table 8.1.9-1 Maximum Off-Street Parking Requirements

	<u>Neighborhood Districts</u>	<u>Shared Use Districts</u>	<u>Multimodal Mixed-Use Districts</u>
<u>Bar/Tavern</u>	<u>5</u>	<u>4</u>	<u>3</u>
<u>Beauty/Barber Shop (per station/chair)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Bicycle Sales/Repair</u>	<u>3.25</u>	<u>2.5</u>	<u>1</u>
<u>Billiard Parlor (per game table)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Boat Repair/Service</u>	<u>32.5</u>	<u>2</u>	<u>2</u>
<u>Boat Sales/Rental</u>	<u>32.5</u>	<u>2</u>	<u>2</u>
<u>Boat Storage</u>	<u>43.75</u>	<u>3</u>	<u>2</u>
<u>Bowling Alley (per lane)</u>	<u>43.75</u>	<u>3</u>	<u>2</u>
<u>Building Material Sales</u>	<u>4.1</u>	<u>3.3</u>	<u>32.5</u>
<u>Café (per four (4) seats)</u>	<u>1.25</u>	<u>1</u>	<u>0.1</u>
<u>Camp Ground (per camping space)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Car Wash (stacking spaces per wash bay)</u>	<u>5</u>	<u>4</u>	<u>4</u>
<u>Cemetery</u>	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>
<u>Cinema (per four (4) seats)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Club, Membership</u>	<u>4.1</u>	<u>3.3</u>	<u>32.5</u>
<u>Community Center</u>	<u>4.1</u>	<u>3.3</u>	<u>32.5</u>
<u>Community Garden (per ten (10) plots)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Conference Center</u>	<u>43.75</u>	<u>3</u>	<u>2</u>
<u>Contractor Yard (per 1,000 gfa of office space)</u>	<u>3.25</u>	<u>32.5</u>	<u>2</u>
<u>Convenience Store</u>	<u>43.75</u>	<u>3</u>	<u>2</u>
<u>Convention Center</u>	<u>n/a</u>	<u>n/a</u>	<u>3</u>
<u>Courthouse</u>	<u>n/a</u>	<u>n/a</u>	<u>3.3</u>
<u>Crematory (per FTE employee)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Crisis Counseling Center</u>	<u>5</u>	<u>4</u>	<u>3</u>
<u>Daycare - Home (6 children or less)</u>	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>
<u>Daycare - Large (Over 20 children) (per two (2) employees)</u>	<u>1.25 plus 1.25 drop-off per 5 children</u>	<u>1 plus 1 drop-off per 5 children</u>	<u>1 plus 1 drop-off per 5 children</u>

Commented [MT6]: Throughout this table, all fractions have been rounded, per the CDO's standards for rounding. All situations where the maximum was "0" or less than 1 have been changed to 1, except a few uses, noted.

Table 8.1.9-1 Maximum Off-Street Parking Requirements

	<u>Neighborhood Districts</u>	<u>Shared Use Districts</u>	<u>Multimodal Mixed-Use Districts</u>
<u>Daycare - Small (20 children or less) (per two (2) employees)</u>	<u>1.25 plus 1.25 drop-off per 5 children</u>	<u>1 plus 1 drop-off per 5 children</u>	<u>1 plus 1 drop-off per 5 children</u>
<u>Dental Lab</u>	<u>32.75</u>	<u>2</u>	<u>1</u>
<u>Distribution Center (per 3,000 gfa)</u>	<u>1.25</u>	<u>1</u>	<u>10.75</u>
<u>Dry Cleaning Plant</u>	<u>24.6</u>	<u>1.3</u>	<u>1</u>
<u>Dry Cleaning Service</u>	<u>3.1</u>	<u>32.5</u>	<u>2</u>
<u>Film Studio</u>	<u>4.1</u>	<u>3.3</u>	<u>32.5</u>
<u>Fire Station (per apparatus)</u>	<u>32.75</u>	<u>2</u>	<u>2</u>
<u>Food & Beverage Processing</u>	<u>24.6, plus 43.75 per 1,000 gfa devoted to patron use</u>	<u>1.3, plus 3 per 1,000 gfa devoted to patron use</u>	<u>1, plus 2 per 1,000 gfa devoted to patron use</u>
<u>Fuel Service Station (per employee/shift)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Funeral Home (per four (4) seats)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Garden Supply Store (per 1,000 gfa of retail area.)</u>	<u>43.75</u>	<u>3</u>	<u>2</u>
<u>General Merchandise/Retail</u>	<u>43.75</u>	<u>3</u>	<u>2</u>
<u>Grocery Store</u>	<u>43.75</u>	<u>3</u>	<u>2</u>
<u>Hazardous Waste Collection/Disposal (per two (2) employees on the largest shift)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Health Club</u>	<u>43.75</u>	<u>3</u>	<u>2</u>
<u>Health Studio</u>	<u>32.75</u>	<u>2</u>	<u>1</u>
<u>Hospitals (per patient bed)</u>	<u>32.75</u>	<u>2</u>	<u>2</u>
<u>Hostel (per two (2) beds)</u>	<u>10.6</u>	<u>10.5</u>	<u>10.5</u>
<u>Hotel/Motel (per room)</u>	<u>1.25</u>	<u>1</u>	<u>10.75</u>
<u>Laundromats (per washing machine)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Library</u>	<u>24.6</u>	<u>1.3</u>	<u>1</u>
<u>Lumber Yard (per 1,000 gfa of retail area.)</u>	<u>43.75</u>	<u>3</u>	<u>2</u>

Commented [MT6]: Throughout this table, all fractions have been rounded, per the CDO's standards for rounding. All situations where the maximum was "0" or less than 1 have been changed to 1, except a few uses, noted.

Commented [MT8]: I don't think this works either since as a minimum this was meant to ensure that at least employees had parking. This would limit to no parking beyond employee parking.

Table 8.1.9-1 Maximum Off-Street Parking Requirements

	<u>Neighborhood Districts</u>	<u>Shared Use Districts</u>	<u>Multimodal Mixed-Use Districts</u>
<u>Manufacturing-Light</u>	<u>24.6, plus 43.75-per 1,000 gfa devoted to patron use.</u>	<u>1.3, plus 3 per 1,000 gfa devoted to patron use.</u>	<u>1.3, plus 2 per 1,000 gfa devoted to patron use.</u>
<u>Manufacturing</u>	<u>24.6, plus 43.75-per 1,000 gfa devoted to patron use.</u>	<u>1.3, plus 3 per 1,000 gfa devoted to patron use.</u>	<u>1.3, plus 2 per 1,000 gfa devoted to patron use.</u>
<u>Marina (per berth)</u>	<u>10.6</u>	<u>10.5</u>	<u>10.5</u>
<u>Medical Lab</u>	<u>32.75</u>	<u>2</u>	<u>1</u>
<u>Museum</u>	<u>4.6</u>	<u>1.3</u>	<u>1</u>
<u>Office - General</u>	<u>32.5</u>	<u>2</u>	<u>2</u>
<u>Office - Medical, Dental</u>	<u>43.75</u>	<u>3</u>	<u>2</u>
<u>Office - Technical</u>	<u>32.5</u>	<u>2</u>	<u>2</u>
<u>Open Air Markets</u>	<u>01</u>	<u>01</u>	<u>01</u>
<u>Operations Center - Taxi (per three (3) employees)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Operations Center - Truck/Bus (per 3,000 gfa)</u>	<u>1.25</u>	<u>1</u>	<u>10.75</u>
<u>Park (per playing area)</u>	<u>6.25</u>	<u>5</u>	<u>01</u>
<u>Parking Garage - Private</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
<u>Parking Lot - Private</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
<u>Performing Arts Center (per four (4) seats)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Performing Arts Studio</u>	<u>1.25</u>	<u>1</u>	<u>01</u>
<u>Pet Store</u>	<u>3.1</u>	<u>32.5</u>	<u>1</u>
<u>Pharmacy</u>	<u>43.75</u>	<u>3</u>	<u>2</u>
<u>Photo Studio</u>	<u>3.1</u>	<u>32.5</u>	<u>1</u>
<u>Photography Lab</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Police Station</u>	<u>3.1</u>	<u>32.5</u>	<u>2</u>

Commented [MT6]: Throughout this table, all fractions have been rounded, per the CDO's standards for rounding. All situations where the maximum was "0" or less than 1 have been changed to 1, except a few uses, noted.

Commented [MT9]: This is probably way too low. If built new, this would limit the GMT facility on Queen City Park Rd to just 17 spaces.

Perhaps like some other uses, this could be based on number of employees per shift, plus some amount for storage of buses.

Table 8.1.9-1 Maximum Off-Street Parking Requirements

	<u>Neighborhood Districts</u>	<u>Shared Use Districts</u>	<u>Multimodal Mixed-Use Districts</u>
<u>Post Office</u>	<u>24.6</u>	<u>1.3</u>	<u>1</u>
<u>Post Office - Local</u>	<u>32.75</u>	<u>2</u>	<u>2</u>
<u>Printing Plant</u>	<u>24.6</u>	<u>1.3</u>	<u>1</u>
<u>Printing Shop</u>	<u>32.75</u>	<u>2</u>	<u>2</u>
<u>Public Transit Terminal</u>	<u>1.25 per 200 gfa of public waiting space</u>	<u>1 per 200 gfa of public waiting space</u>	<u>1 per 200 gfa of public waiting space</u>
<u>Public Works Yard/Garage</u>	<u>01</u>	<u>01</u>	<u>01</u>
<u>Radio & TV Studio</u>	<u>32.5</u>	<u>2</u>	<u>2</u>
<u>Rail Equip. Storage & Repair</u>	<u>01</u>	<u>01</u>	<u>01</u>
<u>Recording Studio</u>	<u>24.6</u>	<u>1.3</u>	<u>1</u>
<u>Recreational Facility - Indoor (per four (4) seats)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>
<u>Recreational Facility - Outdoor (per playing field)</u>	<u>1948.75</u>	<u>15</u>	<u>10</u>
<u>Recreational Facility - Outdoor Commercial</u>	<u>Larger of 1.25 per 4 seats or 1948.75 per playing field</u>	<u>Larger of 1 per 4 seats or 15 per playing field</u>	<u>Larger of 1 per 4 seats or 10 per playing field</u>
<u>Recreational Vehicle Sales – New and Used</u>	<u>32.5</u>	<u>2</u>	<u>2</u>
<u>Recycling Center - Large above 2,000 gfa</u>	<u>01</u>	<u>01</u>	<u>01</u>
<u>Recycling Center - Small 2,000 gfa or less</u>	<u>01</u>	<u>01</u>	<u>01</u>
<u>Research Lab</u>	<u>3.1</u>	<u>32.5</u>	<u>2</u>
<u>Restaurant</u>	<u>5</u>	<u>4</u>	<u>3</u>
<u>Restaurant – Take-Out</u>	<u>5</u>	<u>4</u>	<u>3</u>
<u>Salon/Spa</u>	<u>5</u>	<u>4</u>	<u>4</u>
<u>School - Secondary (per Classroom)</u>	<u>98.75</u>	<u>7</u>	<u>5</u>

Commented [MT6]: Throughout this table, all fractions have been rounded, per the CDO's standards for rounding. All situations where the maximum was "0" or less than 1 have been changed to 1, except a few uses, noted.

Commented [MT10]: Perhaps this should specify if not associated with a transit operation facility

Commented [MT11]: Should max apply to public parking only? For example, DPW facility provides a wide variety of maintenance, plow, repair, etc, plus all of the essential employees based out of this site for these services.

Table 8.1.9-1 Maximum Off-Street Parking Requirements

	<u>Neighborhood Districts</u>	<u>Shared Use Districts</u>	<u>Multimodal Mixed-Use Districts</u>
<u>School - Primary (per Classroom)</u>	<u>24.9</u>	<u>24.5</u>	<u>24.5</u>
<u>School - Preschool Large (per two (2) employees)</u>	<u>1.25 plus 1.25 drop-off per 5 children</u>	<u>1 plus 1 drop-off per 5 children</u>	<u>1 plus 1 drop-off per 5 children</u>
<u>School - Preschool Small (up to 20 children) (per two (2) employees)</u>	<u>1.25 plus 1.25 drop-off per 5 children</u>	<u>1 plus 1 drop-off per 5 children</u>	<u>1 plus 1 drop-off per 5 children</u>
<u>School - Trade/Professional</u>	<u>6.25</u>	<u>5</u>	<u>3</u>
<u>School, - Post-Secondary</u>	<u>32.75</u>	<u>2</u>	<u>2</u>
<u>Solid Waste Facility - Incinerator, Landfill, Transfer Station</u>	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>
<u>Tailor Shop</u>	<u>32.75</u>	<u>2</u>	<u>1</u>
<u>Vehicle Salvage</u>	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>
<u>Warehouse</u>	<u>10.6</u>	<u>10.5</u>	<u>0.25</u>
<u>Warehouse - Self Storage Facility</u>	<u>1.25 per resident manager, plus 1.25 per 100 leasable storage spaces</u>	<u>1 per resident manager, plus 1 per 100 leasable storage spaces</u>	<u>1 per resident manager, plus 1 per 100 leasable storage spaces</u>
<u>Warehouse - Retail</u>	<u>4.1</u>	<u>3.3</u>	<u>32.5</u>
<u>Wholesale Sales</u>	<u>24.6</u>	<u>1.3</u>	<u>1</u>
<u>Worship, Place of (per four (4) seats)</u>	<u>1.25</u>	<u>1</u>	<u>1</u>

Commented [MT6]: Throughout this table, all fractions have been rounded, per the CDO's standards for rounding. All situations where the maximum was "0" or less than 1 have been changed to 1, except a few uses, noted.

Commented [MT12]: Same as other auto-oriented uses. Unless intent is to keep them very small.

(a) **Exemptions:** The following shall not be included in the maximum number of allowable spaces required by this section:

- 1. Public Parking:** Spaces provided and available for use by the public shall not be counted towards the maximum. Such spaces shall be available to the public at a minimum of nights and weekends, and be signed or marked accordingly;
- 2. Carpool, Vanpool, and Car-Share Parking:** Spaces dedicated for vehicles participating in a carpool, vanpool, or car-share program shall not be counted towards the maximum. Such spaces shall be reserved for such use, and be signed or marked accordingly; and,
- 3. Alternative Fueled Vehicle Parking.** Parking spaces dedicated for vehicles operating on primarily alternative fuels including but not limited to electric, natural gas, and hydrogen shall not be counted

Resolution Relating to Comprehensive Development Ordinance, Minimum and Maximum
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towards the maximum. Such spaces shall be reserved for such use, and be signed and/or the space painted with the words "Alternative Fueled Vehicles Only."

4. Waiver of Maximum Parking Limitations. Parking in excess of the maximum parking limitation of this section, or a request for one parking space where none would otherwise be permitted, may be waived by the DRB pursuant to the provisions of Sec 8.1.15 with the following additional requirements:

- A. The applicant requesting the waiver shall also provide:
 - (i) a peak demand parking study for two similar uses in the area; and,
 - (ii) a TDM Plan pursuant to the requirements of Sec. 8.1.16
- B. The following additional review criteria shall be addressed regarding how:
 - (i) The need for additional parking cannot reasonably be met through provision of on-street parking or shared parking with adjacent or nearby uses;
 - (ii) The proposed development demonstrates that its design and intended uses will continue to support high levels of existing or planned transit and pedestrian activity; and,
 - (iii) The site plan indicates where additional parking can be redeveloped to a more intensive transit supportive use in the future.

Secs. 8.1.10 – 8.1.11 As written.

Sec. 8.1.12 Limitations, Location, Use of Facilities

(a) ~~Off-Site parking facilities~~ Shared Parking for Off-Site Use:

~~Parking may be used by onsite or offsite users. Parking may not be the primary use of any property unless it is approved as such with a zoning permit where allowed. Except for single and two-family dwellings, required parking facilities may be located on another parcel of land. The off site parking area shall be within the same zoning district as the use it serves or in a zoning district that allows parking lots or parking garages as Principal uses. Parking that serves any use located outside a residential zoning district shall not be located within a residential zoning district. Off-site parking facilities shall be as follows:~~

~~**1. Neighborhood Parking District:** No more than 50% of the total required offstreet parking from Table 8.1.8-1 shall be provided at a distance greater than 600 feet from the use it is intended to serve.~~

~~**2. Shared Use Parking District:** Any off site parking shall be provided within 1,000 feet of the use it is intended to serve unless such parking is provided as part of a Parking Management Plan pursuant to Sec. 8.1.15 approved by the DRB.~~

~~**3.** The distance from the off site parking to the associated use shall be measured in walking distance along a sidewalk or other pedestrian path separated from street traffic from the nearest parking space to the principle pedestrian entrance to the building housing the use. Such off site parking shall not reduce the required parking for any other use utilizing the property on which it is located unless such shared use is approved by the development review board per Sec. 8.1.15 (b). The right to use the off site parking to meet the minimum parking requirements of Sec. 8.1.8 must be guaranteed for the duration of the use as evidenced by a deed, easement, lease, or similar written instrument as approved by the City Attorney and recorded in the Burlington land records.~~

Commented [MT13]: Refers to inapplicable section of ordinance.

Commented [MT14]: Standards for shared parking are no longer applicable if minimums aren't required. However, this is included here to ensure that its clear that parking may be shared with other off-site users, as well as to clarify that the sharing of parking cannot be the primary use on site unless otherwise allowed.

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~~(b)–(f)~~ As written.

~~(c) Shared Parking:~~

~~In the event that a mix of uses occupy a single structure or parcel of land located in a Neighborhood or Shared Use Parking District, the total requirement for off-street parking shall be the sum for all individual uses unless it can be shown that the peak parking demands are offset and spaces can be shared (for example: retail and residential, or theater and office uses) as evidenced by a shared parking analysis utilizing the most current edition of the Urban Land Institute's Shared Parking Report, the ITE's Shared Parking Guidelines, or other comparable and industry recognized publications.~~

~~(d) Single Story Structures in Shared Use Districts:~~

~~In the event that a single story structure is proposed to be located in a Shared Use District, the total requirements for off-street parking shall be calculated as for a Neighborhood Parking District. This provision does not apply to single story structures existing and occupied as of the effective date of this ordinance.~~

~~(e) Joint Use of Facilities:~~

~~The required parking for two (2) or more uses, structures, or parcels may be combined in a single parking facility if it can be shown by the applicant to the satisfaction of the DRB that the use of the joint facility does not materially overlap with other dedicated parking in such facility, and provided that the proposed use is evidenced by a deed, lease, contract, reciprocal easement, or similar written instrument establishing the joint use acceptable to the city attorney.~~

~~(f)~~ As written.

Secs. 8.1.13 – 8.1.14 As written.

~~Sec. 8.1.15~~ Waivers from Parking Requirements/ Parking Management Plans

~~(a) Parking Waivers The total number of parking spaces required regulated pursuant to this Article may be modified to the extent that the applicant can demonstrate that the proposed development can be adequately served by a more efficient approach that more effectively satisfies the intent of this Article and the goals of the municipal development plan to reduce dependence on the single-passenger automobile.~~

~~Any waiver granted for a residential use shall not exceed fifty percent (50%) of the required number of parking spaces. Any waiver granted for a non-residential use may be as much as ninety percent (90%). Waivers shall only be granted by the DRB, or by the administrative officer pursuant to the provisions of Sec. 3.2.7 (a)7.~~

~~In order to be considered for a waiver, the applicant shall submit a Parking Management Plan that specifies why the parking requirements of Sec. 8.1.8 or Sec. 8.1.9 are not applicable or appropriate for the proposed development, and proposes an alternative that more effectively meets the intent of this Article. A Parking Management Plan shall include, but not be limited to:~~

**Resolution Relating to Comprehensive Development Ordinance, Minimum and Maximum
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(1) A calculation of the parking spaces required pursuant to Table 8.1.82-1, and Sec. 8.1.9 regarding parking maximums where applicable.

(2) A narrative that outlines how the proposed parking management plan addresses the specific needs of the proposed development, and more effectively satisfies the intent of this Article and the goals of the Municipal Development Plan.

(3) An analysis of the anticipated parking demand for the proposed development. Such an analysis shall include, but is not limited to:

- i. Information specifying the proposed number of employees, customers, visitors, clients, shifts, and deliveries;
- ii. Anticipated parking demand by time of day and/or demand by use;
- iii. Anticipated parking utilizing shared spaces or dual use based on a shared parking analysis utilizing current industry publications;
- iv. Availability and frequency of public transit service within a distance of 800 feet.
- v. A reduction in vehicle ownership in connection with housing occupancy, ownership, or type; and,
- vi. Any other information established by the administrative officer as may be necessary to understand the current and projected parking demand.

(4) Such a plan shall identify strategies that the applicant will use to reduce or manage the demand for parking into the future which may include but are not limited to:

- i. A telecommuting program;
- ii. Participation in a Transportation Management Association including methods to increase the use of mass transit, car pool, van pool, or non auto modes of travel;
- iii. Implementation of a car share program;
- iv. Development or use of a system using offsite parking and/or shuttles; and,
- v. Implementation of public transit subscriptions for employees.

(5) An analysis and narrative pursuant to Sec. 8.1.9 regarding waivers of parking maximums where applicable. Prior to any approval by the DRB pursuant to this section, the means by which the parking management plan will be guaranteed and enforceable over the long term, such as a contract, easement, or other means, and whether the city should be a party to the management contract or easement, shall be made acceptable to the city attorney.

(b) Shared Parking for Off Site Use

Onsite parking spaces may be made available for use by off site users subject to review and approval of a Parking Management Plan by the DRB.

A Parking Management Plan for Shared Parking for Off Site Use must include the following:

- 1. A calculation of the parking spaces required pursuant to Table 8.1.8-1 and a calculation of those parking spaces to be shared for off-site parking use.
- 2. Information specifying the actual onsite demand for required parking by day, time of day, and by use and also information specifying when and how much parking would be made available to off-site users.

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~~3. A narrative that outlines how the proposed parking management plan will allow for shared use of required parking spaces with off-site users; how it will enable continued availability of required parking spaces pursuant to Table 8.1.8-1 while also affording off-site parking use of those spaces.~~

~~The Parking Management Plan must demonstrate to the satisfaction of the DRB that making spaces available to off-site users does not negatively affect their ability for onsite users to park due to either:~~

~~1. There being an excess of onsite spaces beyond that necessary to satisfy the requirements of Sec. 8.1.98; and/or;~~

~~2. The spaces are to be made available during off-peak hours of the onsite and/or required users. Parking spaces being made available to off-site users may be made available:~~

~~▲ Either with or without a fee;~~

~~▲ For transient use by the general public; and/or;~~

~~▲ By lease, provided the term of any lease does not exceed one (1) year.~~

~~Prior to any approval by the DRB pursuant to this section, the means by which the parking management plan will be guaranteed and enforceable over the long term, such as a contract, easement, or other means, and whether the city should be a party to the management contract or easement, shall be made acceptable to the city attorney.~~

Sec. 8.1.16 Transportation Demand Management

(a) **Purpose:** This section requires the implementation of a Transportation Demand Management (TDM) Program for certain projects for the purpose of advancing the goals of the City's land use and transportation plans, and promoting public health, safety, welfare, and protection of the environment by:

- Reducing parking demand;
- Reducing car ownership;
- Reducing vehicle miles traveled (VMT) and congestion; and,
- Increasing transit use and non-motorized travel;

(b) **Applicability:**

(1) Multimodal Mixed Use Parking District: A Transportation Demand Management Program shall be required for all projects located in the Multimodal Mixed Use Parking District (see Sec. 8.1.3(c)), and involving any one or more of the following:

Dwelling Units	Creation of ten (10) or more dwelling units
Non-residential or Mixed Use Development	A building footprint of eight thousand (8,000) s.f. or more; or, the creation of fifteen thousand (15,000) s.f. or more of gross floor area.

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(2) Shared Use District: A Transportation Demand Management Program shall be required for all projects located in the Shared Use Parking District (see Sec. 8.1.3(b)), and involving any one or more of the following:

<u>Dwelling Units</u>	<u>Creation of five (5) or more dwelling units</u>
<u>Non-residential or Mixed Use Development</u>	<u>A building footprint of eight thousand (8,000) s.f. or more; or,</u> <u>the creation of fifteen thousand (15,000) s.f. or more of gross floor area.</u>

(3) Neighborhood District: A Transportation Demand Management Program shall be required for all projects located in the ~~Multimodal Mixed Use Parking District~~ Neighborhood ~~Parking District~~ (see Sec. 8.1.3(a)), and involving any one or more of the following:

<u>Dwelling Units</u>	<u>Creation of five (5) or more dwelling units</u>
<u>Non-residential or Mixed Use Development</u>	<u>A building footprint of eight thousand (8,000) s.f. or more; or,</u> <u>the creation of fifteen thousand (15,000) s.f. or more of gross floor area.</u>

Commented [MT15]: It has been staff's recommendation this may not work at this scale both in terms of effectiveness of these requirements as well as potential impact on the 10 yr reporting requirement for staff capacity to review.

Commented [MT16]: Typo correction

(c) **Transportation Demand Management (TDM) Program:** A TDM Program shall include each of the following elements at a minimum:

a. **Outreach and Education:**

i. Designation of a Transportation Coordinator who directly, or indirectly through membership in a Transportation Management Association, shall be responsible for each of the following:

1. Prepare and present informational and educational materials regarding available TDM strategies to all ~~tenants-residents~~ and employees;
2. Organize and host an annual meeting for all ~~tenants-residents~~ and employees to present and discuss available TDM strategies, and opportunities for increased use and participation;
3. Preparation and dissemination of an annual travel survey of all ~~tenants-residents~~ and employees; and,
4. Record-keeping and annual reporting to City of all TDM activities offered and rates of participation (including parking utilization if applicable).

b. **TDM Strategies:** In addition to compliance with the on-site Bicycle Parking requirements found in Article 8, Part 2, the following TDM strategies shall also be included at a minimum for a period of 10 years from receipt of a Certificate of Occupancy as follows:

Commented [MT17]: Changed so that the implication is not that this only applies to renters.

Resolution Relating to

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- i. GMT Transit passes shall be provided to all ~~tenants-residents~~ and employees for free for the first year of occupancy or employment, and at a minimum discount of 50% for every year thereafter; and,
- ii. A car share membership shall be offered to all ~~tenants-residents and~~ employees for free for the first two years of occupancy or employment, and at a minimum discount of 50% for every year thereafter; or,
- iii. In lieu of i and ii above, maintain an ongoing and active membership in a Transportation Management Association (TMA) that offers equivalent TDM strategies or better.

c. **Parking Management:** Where on-site or off-site parking is also made available:

- i. Conduct parking utilization studies at least annually for a period of 10 years from receipt of a Certificate of Occupancy;
- ii. With the exception of permanently affordable housing units, the cost of parking shall be unbundled from all residential and nonresidential leases and deeds and made available at a market rate;
- iii. Where parking spaces are made available to off-site users, parking spaces may be made available by a renewable lease, provided the term of any lease does not exceed one (1) year; and,
- iv. **Priority parking spaces** - located in closest proximity to a primary building entrance and/or public street frontage - shall be made available for each of the following:
1. **Handicapped-ADA Accessible** spaces;
 2. Bicycles, scooters, and motorcycles spaces;
 3. Car-share: where 1 space must be offered for every 20 residential units, not to exceed a total of 5 spaces, subject to an agreement with a car-share provider; and,
 4. Carpool and/or Vanpool vehicles: where more than 20 spaces are available for non-residential uses. In such cases, 5 spaces or 5% of the parking spaces on site, whichever is less, must be reserved for carpool/vanpool use before 9:00 AM on weekdays.

d. **TDM Agreement:** Each TDM Plan shall include a signed commitment to and acknowledgement of each of the following on a form provided by the Administrative Officer:

- i. Commitment to ongoing implementation of the TDM requirements as set forth above;
- ii. Acknowledgement that the project has no claim to the ongoing availability of nearby on-street public parking, and that, as is the case with other on-street public parking, the City retains the right to charge for or remove such on-street parking at any time;
- iii. Acknowledgement that failure to maintain transportation demand management as required above is a violation of this ordinance, and understanding that, pursuant to Sec. 2.7.8 of this ordinance, no zoning permit or certificate of occupancy may be granted until any such violation has been remedied; and,
- iv. Commitment to notify any subsequent owners and tenants in writing of their obligations under this section as part of any purchase and sale and/or lease agreements.

Review and Enforcement: The Administrative Officer shall be responsible for determining compliance with the TDM Program requirements as set forth above, and ongoing implementation shall be included as a condition of any discretionary or administrative permit required for development subject to the conditions of this Section.

Commented [MT18]: A question has been discussed about how ADA parking is accommodated when no minimum on-site parking is required. It is not specific to TDM requirements.

The DOJ through the ADA specifies the number of spaces required, which is based on the number provided on-site.

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Failure to maintain a TDM Program as required above shall be a violation of this ordinance, and pursuant to Sec. 2.7.8 of this ordinance no zoning permit or certificate of occupancy may be granted without a TDM Program in effect.

Guidelines regarding compliance with these TDM requirements shall be developed and provided to applicants by the Administrative Officer.

PART 3: INSTITUTIONAL PARKING PLANS

Sec. 8.3.1 Intent

As written.

Sec. 8.3.2 Applicability

As written.

Sec. 8.3.3 Institutional Parking Management Plans

~~In addition to the requirements of Sec. 8.1.15 above, An~~ Institutional Parking Management Plan shall include the following:

~~(a) A narrative that outlines how the proposed parking management plan addresses the specific needs of existing and anticipated development and effectively satisfies the intent of this Article and the goals of the Municipal Development Plan.~~

~~(b)~~ Information specifying the ~~current and proposed anticipated numbers over the ensuing 5 year period for:~~ number of students ~~of all academic programs~~ (full-time, part-time, commuter, on-campus, off-campus, and continuing education), faculty and staff (full-time and part-time), patients and visitors being served by the institution ~~and anticipated over the ensuing five year period.~~

~~(c)~~ An analysis of the anticipated parking demand by user group, time of day and/or demand by use ~~and parking provided to meet that demand currently and anticipated over the ensuing five-year period;~~

~~(d)~~ Information specifying the number and composition of the institution's vehicle fleet, where these vehicles are regularly kept, and designated "service vehicle-only" parking;

~~(e)~~ ~~Programs, policies, or incentives~~ Strategies used to reduce or manage the demand for parking which may include but are not limited to:

1. Policies which restrict and/or prohibit the bringing of vehicles to the institution for various users or groups of users;

2. A telecommuting program;

3. Programs and employee and student subsidies to encourage the use of public transit, car-share, walking, and bicycling;

Commented [MT19]: This has been edited to bring in some of the elements that used to be located in Sec. 8.1.15 that were not already covered in this section alone, and to account for changes to how this functions when no minimum parking is required.

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4. Implementation of a shuttle service system serving off-site parking

~~3-5~~ Implementation of a parking permit system to allocate parking throughout the system; and,

~~(e)(f)~~ Implementation of a monitoring, compliance and enforcement system to measure and ensure compliance with the plan.

Sec. 8.3.4 Review and Approval of Institutional Parking Management Plans

As written:

Such a plan shall require review and approval by the DRB, after consultation with the planning commission, and after a public hearing. In order to approve a proposed Institutional Parking Plan, the DRB shall find:

- a. the proposed Institutional Parking Plan adequately serves existing and proposed development **and user groups** by the institution(s);
- b. the proposed Institutional Parking Plan **more** effectively meets the intent of this Article and the goals of the municipal development **plan than would strict adherence to the underlying requirements of this Article.**

Such a plan, if approved by the DRB, shall be applicable for a period not to exceed five (5) years, and may be amended as necessary pursuant to the requirements of this Part. The institution shall provide a report annually to the administrative officer regarding the implementation and performance of the approved plan **and any significant changes in conditions impacting supply and/or demand.**

Commented [MT20]: This is based on the assumption that there are underlying minimum parking standards.

Sec. 8.3.5 Review and Approval of Applications for Future Development

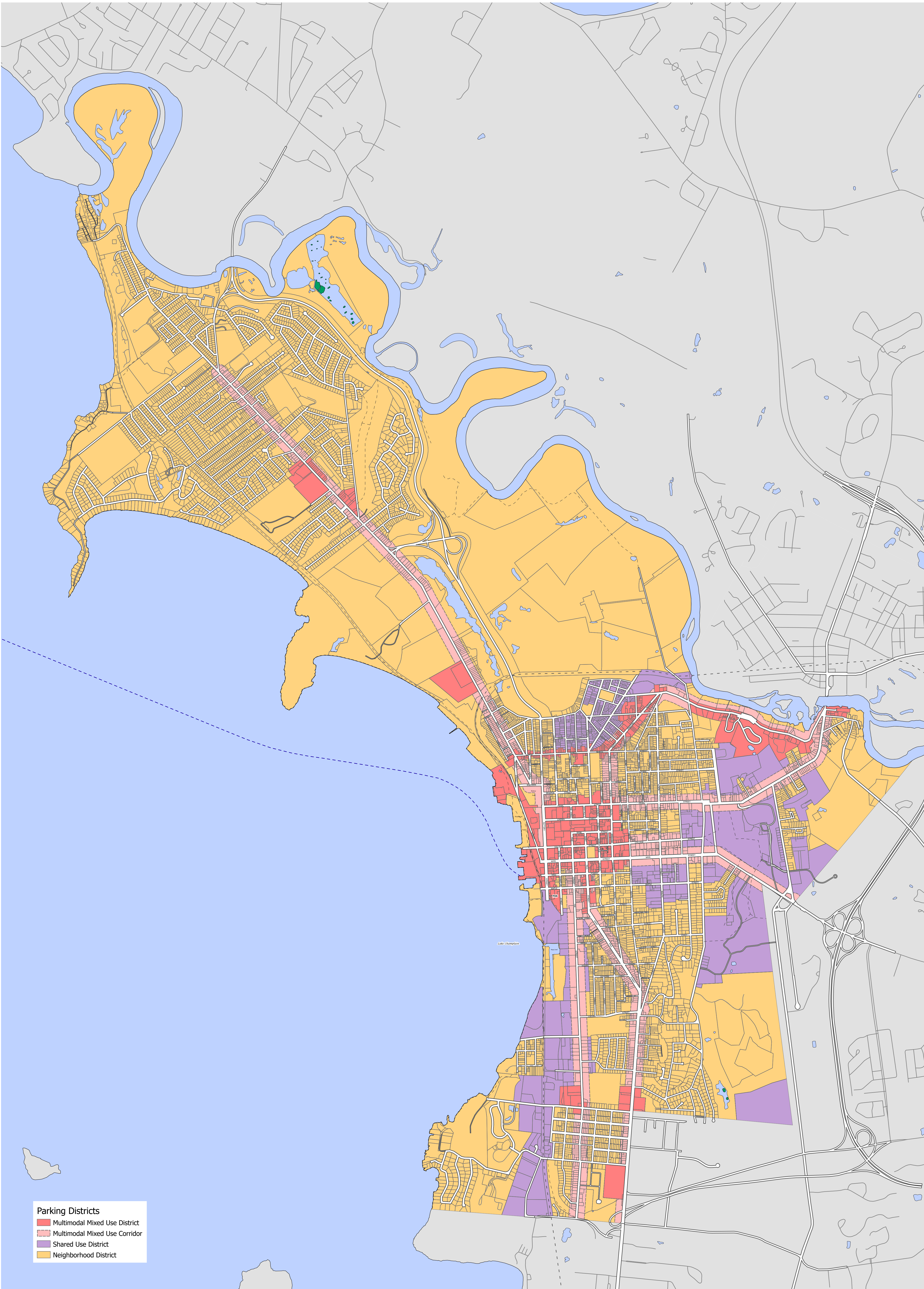
As written:

In reviewing any application for development from a post-secondary educational or medical institution within the Institutional district, the DRB shall find that the proposal is consistent with an approved Institutional Parking Plan.

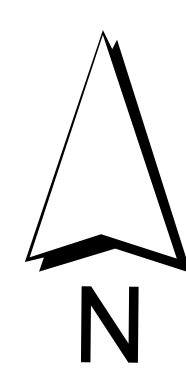
Any development proposed by a post-secondary educational or medical institution within the Institutional ~~Campus~~ district that is found not to be consistent with an approved Institutional Parking Plan shall only be approved pursuant to the underlying parking requirements of Parts 1 and 2 of this Article, **and shall address how the development would otherwise impact supply and demand calculations and applicable TDM strategies contained in the approved Plan. Such developments shall be reflected in subsequent annual reports submitted to the administrative officer.**

Commented [MT21]: Formerly, Part 1 would have required that a project meet all minimum parking standards for the use. Without minimum standards, this section is modified to ensure that applications speak to how the project would have otherwise related to the assumptions/strategies of the plan.

*JH/Resolutions 2021/Comprehensive Development Ordinance, Minimum and Maximum Parking
Requirements and Transportation Demand Management
9/7/2021* **As amended by staff following Council Ordinance Committee 12/22/21**



**CITY OF
BURLINGTON**



0 0.25 0.5 1 Miles

Parking Districts Map

*Burlington Comprehensive Development Ordinance, Map 8.1.3-1
Districts effective Jan. 30, 2008 with amendments effective 10-21-2020 (ZA-20-04)*

Burlington Planning Commission

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Andy Montroll, Chair
Bruce Baker, Vice-Chair
Yves Bradley
Alexander Friend
Michael Gaughan
Emily Lee
Brynne Martin

Burlington Planning Commission

Tuesday, November 9, 2021, 6:30 P.M.

Remote Meeting via Zoom, with City Hall In-Person Option

Draft Minutes

Members Present	A Montroll, Y Bradley, A Friend, M Gaughan, E Lee, B Martin
Staff Present	M Tuttle
Public Attendance	A Simon, R Perry, B Headrick, S Bushor, D Goetz

I. Agenda

Call to Order	Time: 6:34pm
Agenda	No changes to the published agenda.

II. Public Forum

Name(s)	Comment
A Simon	Presenting a petition to preserve the land at 453 and 501 Pine Street. Request time for Save Open Space Burlington on an agenda in the coming months to discuss, including a review of the Barge Canal Site's history.
R Perry	Requesting that the Commission enter a partnership with the Save Open Space Burlington group to remediate the Barge Canal site as a working laboratory to manage the remediation of the site through nature based climate solutions.
S Bushor	Want to make sure that if we don't build parking we are not strangling our city. How is handicap parking provided under a scenario where we eliminate minimum requirements, and remove on-street parking? Are we creating a city for aging-in-place and welcoming people with disabilities.
B Headrick	Opposed to changing policy, not sure where cars will park if we don't have on-site parking. How does this coordinate with goal to have bike lanes, street trees? Unreasonable to expect that everyone will give up cars. Propose requirement that all streets are resident-only to push commuters to use transit, and ensure that UVM events are not using city streets.

III. Chair's Report

A Montroll	No report.
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IV. Director's Report

M Tuttle	Next week Council will discuss several zoning items including two amendments referred by the PC, short-term rentals, and the parking amendment before the Ordinance Committee. Mayor will soon be announcing new housing initiatives, including and elevating three of the zoning amendments on the Commission's radar- South End Enterprise District, Trinity Campus, and Missing Middle. City staff
----------	---

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at (802) 540-2505.

	is participating in Citywide Racial Equity Training; opportunity may be extended to Commissions in the future.
--	--

V. Discussion: Proposed CDO Amendment- Minimum Parking & TDM

Action: Communicate to Council Ordinance Committee that: "the Commission is requesting the Committee refer the draft parking amendment to the Commission for proper vetting for public input, review, and to make a recommendation about the amendment back to the Committee with the understanding that time is of the essence."		
Motion by: Y Bradley	Second by: E Lee	Vote: Approved Unanimously
Type: Discussion	Presented by: M Tuttle	
M Tuttle indicated that some Commissioners had attended a meeting to hear about and discuss the proposed amendment. Staff introduced this on the agenda to provide another opportunity for additional comments and questions that staff can refer to the Ordinance Committee next week.		
Commission discussion:		
- M Gaughan indicated that policy needs more study to find a TDM solution that can be implemented on a neighborhood scale, possibly run by the City, to recognize the unique needs of residential areas. - Y Bradley indicated strong concerns with how the Commission was circumvented on an issue that deserves a lot of thought and discussion, and the feeling that being asked to rubber stamp this process. Acknowledged the urgency of the climate emergency, but felt that it wouldn't be impacted by taking a few months to get public input and get the policy right. A number of Commissioners agreed, expressing concerns about minimizing Planning Commission role and power. - E Lee indicated that parking is one of the most controversial and emotional issues, and at the same time there is a need to shift away from SOV, which is the biggest source of emissions in VT. Concern about city policies that give away free street parking, when that resource could be monetized to support a city-wide TDM program. Indicated general support for eliminating the minimum parking requirements, but noted that TDM needs a lot of focus and energy to get right. - B Martin indicated full support for the policy, due to climate emergency and need to make more climate and housing friendly policies regarding parking. - A Friend indicated concern that this is not a small issue, and that a lot of people care about getting this policy right. Also asked for information about the economics of parking as part of housing cost. - A Montroll expressed a concern that there isn't a deep level of focus on the amendment and making sure the details are right.		

Letter of Support- Planner Position

Action: Approve Letter of Support with edits		
Motion by: M Gaughan	Second by: A Friend	Vote: Approved Unanimously
Type: Discussion, Action	Presented by: M Tuttle	
M Tuttle shared a draft letter of support for creation of a new position based on Commission’s past discussions about department resources. M Tuttle answered a questions about future staffing and about the department’s role in applying for and managing work through ARPA and Infrastructure Bill programs		

VI. 2022 Meeting Schedule

Action: Approved 2022 Regular Meeting and Executive Committee meeting schedules		
Motion by: A Friend	Second by: M Gaughan	Vote: Approved Unanimously
Type: Action	Presented by: M Tuttle	

Tuesday, December 14, 2021

VII. DRB Representatives to Committees

Action: Approve nomination of DRB representatives to committees		
Motion by: B Martin	Second by: A Friend	Vote: Approved Unanimously
Type: Action	Presented by: M Tuttle	

VIII. Commissioner Items

• Next meetings are January 11 and January 26, 2022. • Next Executive Committee is January 26, 2022.

IX. Minutes and Communications

Action: Approve the minutes and accept the communications		
Motion by: A Friend	Second by: B Martin	Approved Unanimously
Minutes Approved: November 9, 2021		
Communications Filed:		
• Documents included in agenda packet: https://www.burlingtonvt.gov/CityPlan/PC/Agendas		

X. Adjourn

Adjournment	Time: 8:05pm	
Motion: E Lee	Second: M Gaughan	Vote: Approved Unanimously

Meagan Tuttle

From: Andrew Simon <sanschagrins@gmail.com>
Sent: Sunday, December 05, 2021 1:48 PM
To: Benjamin Traverse; Zoe Richards; Andrew Montroll; Maxwell Tracy; Miro Weinberger
Cc: Scott Gustin; Joanne Putzier; Meagan Tuttle; City Council
Subject: Conserve and Remediate the Pine Street Barge Canal

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

To: Zoe Richards, Chair, Conservation Board; Ben Traverse, Chair, Parks, Recreation and Waterfront Commission; Andy Montroll, Chair, Planning Commission; Max Tracy, President, City Council; Miro Weinberger, Mayor

Later today, you will receive, as a separate email, a petition that has been circulating for 2 weeks. As of now (12/5/21), it has so far been signed by close to 300 people. It calls for the **conservation and remediation of the entire Pine Street Barge Canal site**, including the private parcels at 453 and 501 Pine Street. The petition urges you, as deliberative, legislative or executive agents of the city, to recognize the potential of the Barge Canal site for recreation, education and environmental benefit. Instead of promoting parts of the site for profit-oriented development, we want you to see the higher benefits, in particular the potential *contribution to nature-based solutions* to the accelerating climate emergency. We also see the possibility of numerous academic and citizen-science projects focused on *cutting-edge natural, low-impact remediation* of the post-industrial pollutants remaining in the soil and water. The Barge Canal is where we, as a city, can learn how to undo some of the damage that we have caused and, in the process, learn ways to work in partnership with nature to clean up after ourselves.

Building on the land currently for sale could cause migration of dangerous contaminants to the groundwater, the wetlands and to Lake Champlain. It could also pose unacceptable risks for workers and nearby residents. For now, the contaminants are contained thanks in part to the EPA-approved “remedies” but also largely because of the plants, the fungi and the soil’s multitude of creatures who have done their quiet, persistent work in slowly stabilizing and healing that human-impacted land. We believe that, with your support and leadership, we can arrive at a “win-win-win” outcome, for the people, the private landowner and the Earth.

We will present the petition in person during the coming weeks to the Conservation Board, the Parks, Recreation and Waterfront Commission, the Planning Commission, the City Council and the Mayor. We ask that, as a first step, you put the conservation of these parcels making up the Pine Street Barge Canal on your agenda. We look forward to making more extensive presentations of this conservation vision to the various city bodies in early 2022.

Thank you.

Ruby Perry
Andy Simon
(for Save Open Space-Burlington)

Meagan Tuttle

From: Amy Bovee
Sent: Monday, January 03, 2022 8:56 AM
To: Mayor's Office; Lori Olberg; Meagan Tuttle
Subject: FW: Happy and Warm New Year to You

Hi All,

Please see the message below for the Mayor's Office, City Council, and Planning Commission.

Thanks,
Amy

Amy Bovee
Assistant City Clerk
Clerk/Treasurer's Office
City of Burlington
(802) 865-7019

From: Martha Hafner <hafhilltop@gmail.com>
Sent: Friday, December 31, 2021 3:23 PM
To: Amy Bovee <abovee@burlingtonvt.gov>
Subject: Happy and Warm New Year to You

You don't often get email from hafhilltop@gmail.com. [Learn why this is important](#)

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

Greetings Amy Bovee,

I hope you have enjoyed holiday festivities and are ready for the demands for 2022. Please would you share this with your town manager, selectboard and planning commissions? A similar message has been sent to Entry Point People of the Vermont Coalition to End Homelessness. Town officials also need to be planning for the homeless.

In today's VT Digger there was a report written by a Bennington student. <https://vtdigger.org/2021/12/30/addie-lentzner-bennington-is-in-crisis-and-not-many-people-know-about-it/> It is heartening to know that young people care about homeless concerns. We all need to follow her example.

As part of discussions in Hartford and Randolph, and sometimes in Barre and Burlington, too, I've recently heard that Gov. Scott has shown some interest in palletshelters.com. These units are built by formerly homeless individuals and have addressed needs in 43 communities around the country with 3-50ish units. They are similar to units used in international refugee camps and disaster relief settings. To see a progression of homeless huts built in the WRJ area, that I have participated in developing, see <https://www.vthope.net/homeless-microdwellings.html>

Instead of spending \$150/day for each homeless person housed in hotels, our tax dollars would be far better spent on having something that addresses the issue with less recurring expenditures perhaps leaving more for municipalities.

Please, share this with folks in your vicinity and encourage lawmakers to help fund encampment locations. I recommend doing homework on how these encampment locations can effectively be managed. [Community Supported Shelters](#) in Eugene, Oregon, has a 7+ year history that includes social services and police networks in their planning.

Wishing you and yours a warm and Happy New Year.

Martha Hafner
RECC, HADCES
Randolph



Virus-free. www.avast.com

Please note that this communication and any response to it will be maintained as a public record and may be subject to disclosure under the Vermont Public Records Act.

E-Notification CERTIFICATE OF SERVICE Regarding Information for LUP# 4C0571-8,
For UVM 439 College Street, December 15, 2021

I hereby certify that I, Lani Ravin, Associate Planner at the University of Vermont & State Agricultural College, sent a copy of documents, dated December 15, 2021, for the University of Vermont, regarding LUP# 4C0571-8, regarding installation of new stormwater infrastructure at 439 College Street, by electronic mail to those with email addresses as indicated:

District #4 Environmental Commission

111 West Street

Essex Junction, VT 05452

NRB.Act250Essex@vermont.gov

Rachel.Lomonaco@vermont.gov

University of Vermont & State Agricultural College

c/o Lani Ravin, AICP, Associate Planner

Lisa Kingsbury, Associate Director

Planning, Design & Construction

16 Colchester Avenue

Burlington, VT 05405

Lani.ravin@uvm.edu;

Lisa.kingsbury@uvm.edu;

Burlington City Clerk

Chair, Selectboard/Chair, Planning Commission

City of Burlington

149 Church Street

Burlington VT 05401

burlingtontownclerk@burlingtonvt.gov;

lolberg@burlingtonvt.gov;

abovee@burlingtonvt.gov;

mtracy@burlingtonvt.gov;

amontroll@burlingtonvt.gov

Chittenden County Regional Planning Commission

110 West Canal Street, Suite 202

Winooski VT 05404

Permitting@ccrpcvt.org

Elizabeth Lord, Land Use Attorney

Agency of Natural Resources

1 National Life Drive, Davis 2

Montpelier, VT 05602-3901

Anr.act250@vermont.gov

Dept. of Public Service

112 State Street, Drawer 20

Montpelier, VT 05620-2601

barry.murphy@vermont.gov;

PSD.VTDPS@vermont.gov;

VTrans Policy, Planning & Research Bureau

Barre City Place

219 N. Main Street

Barre, VT 05641

AOT.Act250@vermont.gov;

Agency of Agriculture, Food & Markets

116 State Street, Drawer 20

Montpelier, VT 05620-2901

AGR.Act250@vermont.gov;

Division for Historic Preservation

National Life Building, Drawer 20

Montpelier, VT 05620

scott.dillon@vermont.gov;

james.duggan@vermont.gov;

ACCD.ProjectReview@vermont.gov;

Dated at Burlington, Vermont, December 15,
2021

Lani Ravin, AICP

Lani Ravin, AICP, Associate Planner

Planning, Design & Construction

University of Vermont & State Agricultural

College

E-Notification CERTIFICATE OF SERVICE Regarding Monthly Information for LUP# 4C1043-1A,
For UVM Firestone Building for December, 2021

I hereby certify that I, Lani Ravin, Associate Planner at the University of Vermont & State Agricultural College, sent a copy of documents, dated December 17, 2021, for the University of Vermont, regarding LUP# 4C1043-1A, regarding temporary suspension of a 200 space off-campus parking lot, by electronic mail to those with email addresses as indicated:

District #4 Environmental Commission

111 West Street

Essex Junction, VT 05452

NRB.Act250Essex@vermont.gov

Rachel.Lomonaco@vermont.gov

University of Vermont & State Agricultural
College

c/o Lani Ravin, AICP, Associate Planner

Lisa Kingsbury, Associate Director

Planning, Design & Construction

16 Colchester Avenue

Burlington, VT 05405

Lani.ravin@uvm.edu; Lisa.mcnaney@uvm.edu;

Lisa.kingsbury@uvm.edu;

Burlington City Clerk

Chair, Selectboard/Chair, Planning Commission

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amontroll@burlingtonvt.gov

Chittenden County Regional Planning
Commission

110 West Canal Street, Suite 202

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Agency of Natural Resources

1 National Life Drive, Davis 2

Montpelier, VT 05602-3901

Anr.act250@vermont.gov

Dept. of Public Service

112 State Street, Drawer 20

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Agency of Agriculture, Food & Markets

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Division for Historic Preservation

National Life Building, Drawer 20

Montpelier, VT 05620

scott.dillon@vermont.gov;

james.duggan@vermont.gov;

ACCD.ProjectReview@vermont.gov;

Dated at Burlington, Vermont, December 17,
2021

Lani Ravin, AICP

Lani Ravin, AICP, Associate Planner

Planning, Design & Construction

University of Vermont & State Agricultural

College

UVM Parking Lot Capacities and Empty Space Count				
PEAK DEMAND LOT COUNTS - December 2021				
Location	Usable Spaces	Occupied Spaces	Empty Spaces	Percent Full
Athletic Commuter	1,704	1,095	609	64.3%
Core Central	61	44	17	72.1%
Core East	710	586	124	82.5%
Core North	369	219	150	59.3%
Core South	193	91	102	47.2%
Core West	387	194	193	50.1%
Commuter Lots	323	242	81	74.9%
Redstone	626	443	183	70.8%
Trinity	314	185	129	58.9%
Total	4,687	3,099	1,588	66.1%
Counts done December 14th to December 16th				

**ARCHAEOLOGICAL RESOURCES ASSESSMENT
FOR THE UNIVERSITY OF VERMONT HILLEL CATCH BASIN REPLACEMENT
PROJECT
#439 COLLEGE STREET
CITY OF BURLINGTON, CHITTENDEN COUNTY, VERMONT**



Submitted to

**Lani Ravin
Planning, Design and Construction
University of Vermont
16 Colchester Avenue
Burlington, VT 05405**

CONCUR
Vermont Division for Historic Preservation

DocuSigned by:
Scott Dillon 12/14/2021
B920F8A4E1B1464...

State Historic Preservation Office

Submitted by

**Kathleen Kenny and John G. Crock, Ph.D.
Consulting Archaeology Program
University of Vermont
180 Colchester Ave
111 Delehanty Hall
Burlington, Vermont 05405**

**UVM CAP Report #1386
November, 2021**

INTRODUCTION

In August of 2021, contractors for the University of Vermont replaced and upgraded the stormwater catch basin system in the parking lot area south of the Hillel Center at #439 College Street in the City of Burlington, Chittenden County, Vermont (Figures 1 and 2). A large portion of this project involved the installation of two parallel subsurface pipes, about 0.91 m (3 ft) in diameter, for water storage, bookended by two precast concrete catch basin units. The precast concrete catch basin at the west end was not replaced during this project, but the undersized structure at the eastern end was (Figure 3). Archaeological monitoring was recommended as part of the ACT 250 permit process for this project based on the potential presence of both historic and PreContact cultural resources. Not only was this property an early historic period settlement in Burlington but was also projected to be close to the geologic boundary between till mantling bedrock (up slope) and marine beach gravel (downslope), an environment which may have been utilized by precontact era Native American populations (Kenny and Crock 2020). This report documents the historic background research and archaeological monitoring conducted for the Archaeological Resources Assessment of the project.

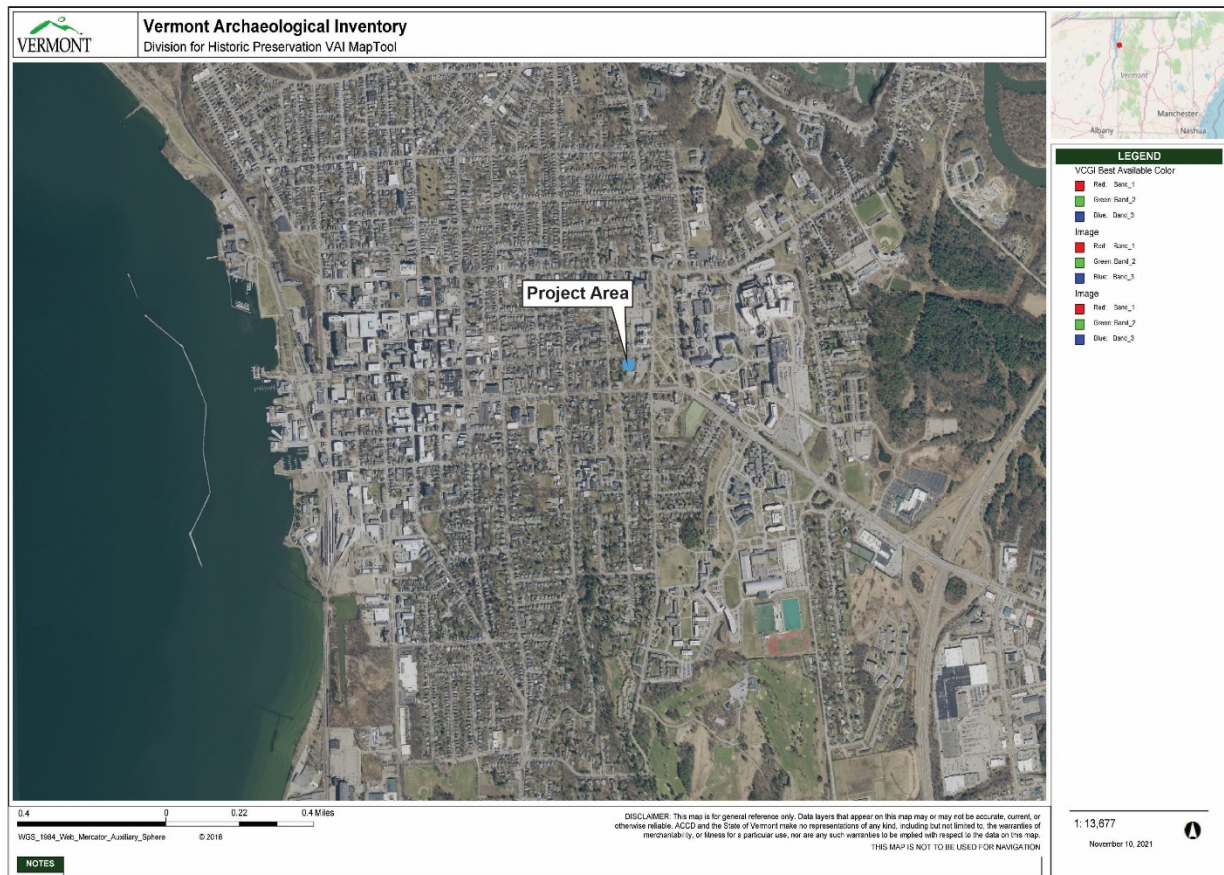


Figure 1. Map showing the location of the Hillel Catch Basin Replacement Project, #439 College Street, City of Burlington, Chittenden County, Vermont (Vermont Agency of Commerce and Community Development, Online Resource Center: [www.https://orc.vermont.gov](https://orc.vermont.gov)).



Figure 2. Overview of the project area behind the Hillel Building at 439 College Street, looking west (2021).

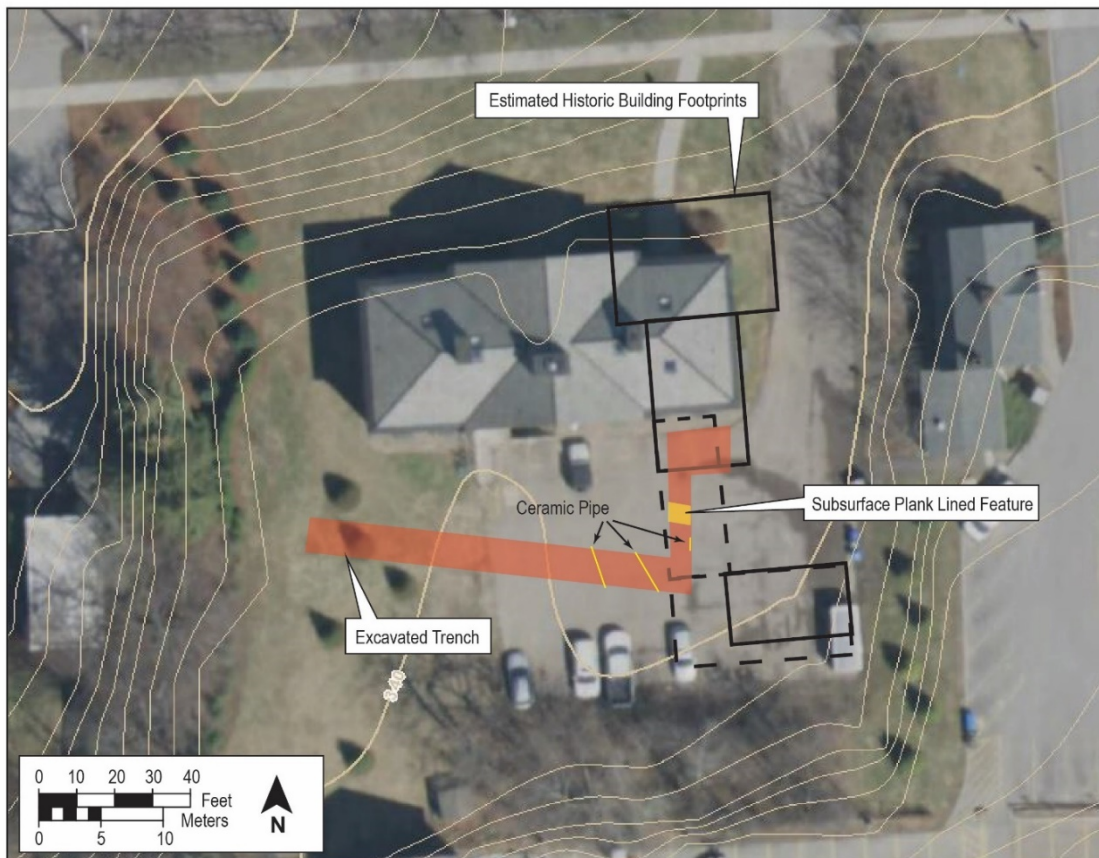


Figure 3. Site plan for the Hillel Catch Basin Replacement Project, #439 College Street, City of Burlington, Chittenden County, Vermont (Base Map: Vermont Center for Geographic Information, <https://vcgi.vermont.gov/>).

HISTORIC BACKGROUND

The property at #439 College Street now houses the University of Vermont's Hillel Center in a structure formerly known as the Phi Delta Theta House. However, prior to the construction of this existing building, this parcel once hosted an earlier structure. It appears that Samuel Hickok, then the owner of the land, permitted the Rev. Samuel Clark to build a house on the property in ca. 1811 (Figures 4-7)¹ (Burlington Town Land Records [BTLR] 4:239; *Burlington Weekly Free Press* May 18, 1893). The Rev. Samuel Clark (1792-1827), a native of Brookline, Massachusetts, was a Harvard graduate who presided over the First Unitarian Church in Burlington from 1810 to 1822 (Find-a-Grave, Gravestone, Elmwood Cemetery, Burlington, Vermont; Thompson 1842:84). Clark married Caroline Sanger (1783-1873) and they had several children including: two daughters, Rosmond and Ann who both died in 1814; as well as another daughter, Ann W. (ca 1818-1862) and a son, Herman, who survived him (*Burlington Free Press* March 8, 1873; *Burlington Weekly Sentinel* May 23, 1862; Find-a-Grave, Gravestone, Elmwood Cemetery, Burlington, Vermont). Clark eventually purchased the property on which his house stood in 1823 from Samuel Hickok (BTLR 7:291-292). When Samuel Clark died on May 2, 1827, at just 45 years of age, his "brick house, out houses & land on College Street" were valued at \$1,600 (*Vermont Statesman* May 16, 1827; *Vermont Wills and Probate Records 1749-1999* Estate of Samuel Clark of Burlington, ca. 1827). On October 15, 1844, Caroline Clark transferred her interest in the homestead, then bounded north by College Street; south and east by John Wheeler; and west by William Weston, on which she then lived, to her daughter, Ann W. Clark (BTLR 17:11). On March 29, 1845, John Wheeler bought the former Samuel Clark property from Ann Clark (BTLR 17:188).

John Wheeler sold most of this property (including the house), to his sister, Rebekah (Wheeler) Francis, on September 19, 1846 (Figures 8-13) (BTLR 18:234). Rebekah (Wheeler) Francis (1800-1876) was the widow of Gen. John Francis (1785-1843), who had been a "prominent citizen of Royalton" (Find-a-Grave, Gravestone, Lake View Cemetery, Burlington, Vermont; *St Albans Messenger* June 5, 1900; *Vermont Vital Records 1720-1908*). Upon the death of Rebekah W. Francis in 1876, her homestead on College Street passed to her three children: Rebecca Smith, Julia Hickok, and Lewis Francis. On February 7, 1884, they sold the old homestead to Florence Englesby for \$8,000 (Burlington City Land Records [BCLR] 20:200). Florence (Huse) Englesby (1856-1948) was the wife of Leverett F. Englesby Esq. (1854-1934) who was a son of Leverett B. (1827-1881) and his first wife, Amelia Englesby (Figure 14) (*Burlington Free Press* May 19, 1934).

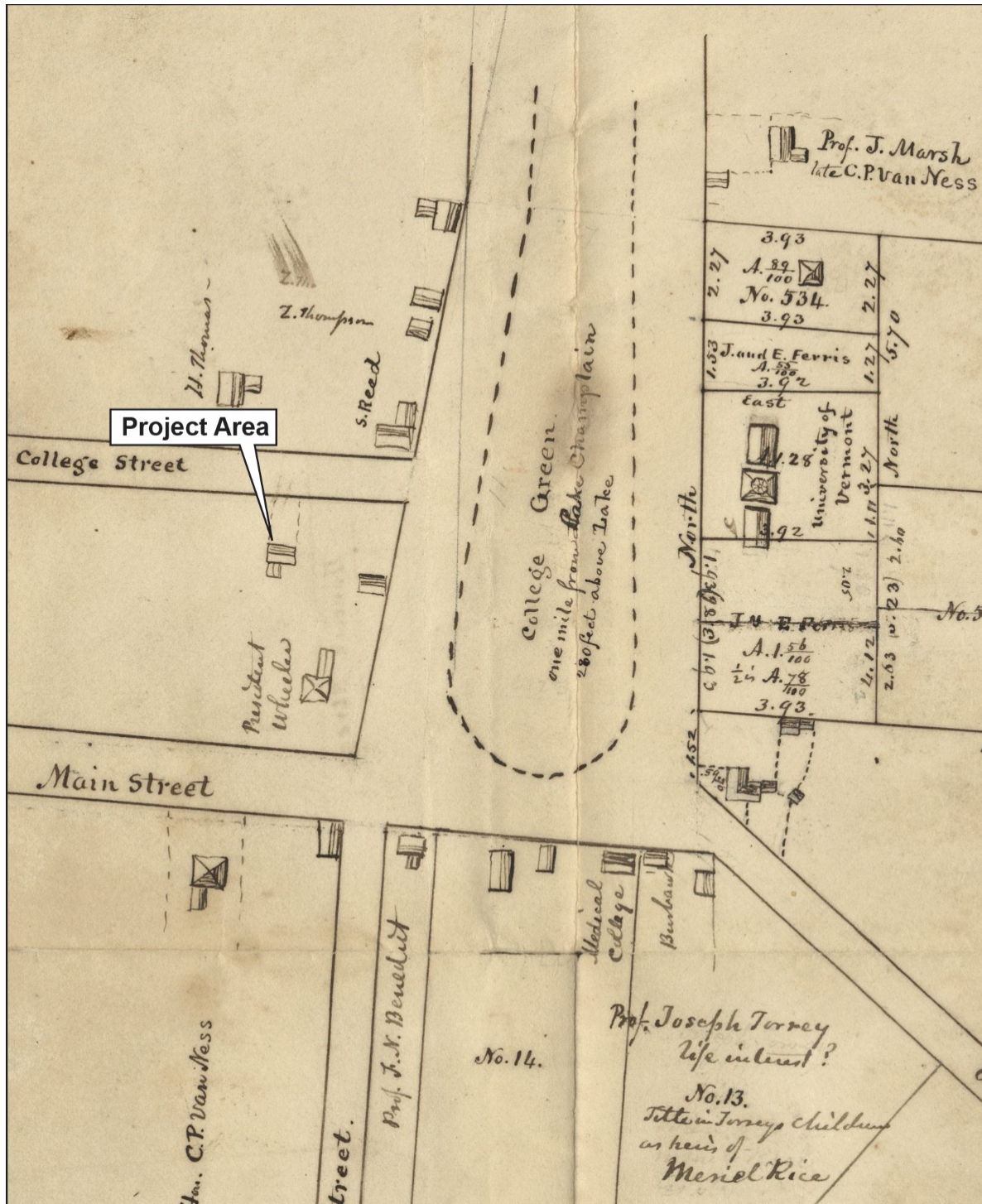
Leverett F. Englesby was a lawyer who went bankrupt in 1903 (*Burlington Free Press* June 9, 1903). On February 1, 1903, Leverett F. and Florence Englesby sold the property at #439 College Street to the Phi Delta Theta fraternity (BCLR 49:374; *Burlington Free Press* February 20, 1903). The fraternity tore the old house down in 1921 and built the existing 'Phi Delta Theta House' on the site in ca. 1922-1923 (*Burlington Free Press* May 4, 1923). When the

¹ In 1818, Samuel Clark publicly tendered "his thanks to his neighbors and to the students of the University, for their exertions in preserving his house from fire" (*Vermont Centinel* May 29, 1818).

old building was torn down, the workmen found that the house had been remodeled several times. Reportedly, “three fireplaces in one have been unearthed by workmen who were razing the Phi Delta Theta fraternity house . . . first comes a marble fireplace, over which was one built



Figure 4. Detail of an early map of Burlington (Anonymous n.d.). This map gives a general idea of the local topography and early road development in the project area, in the early 1830s.



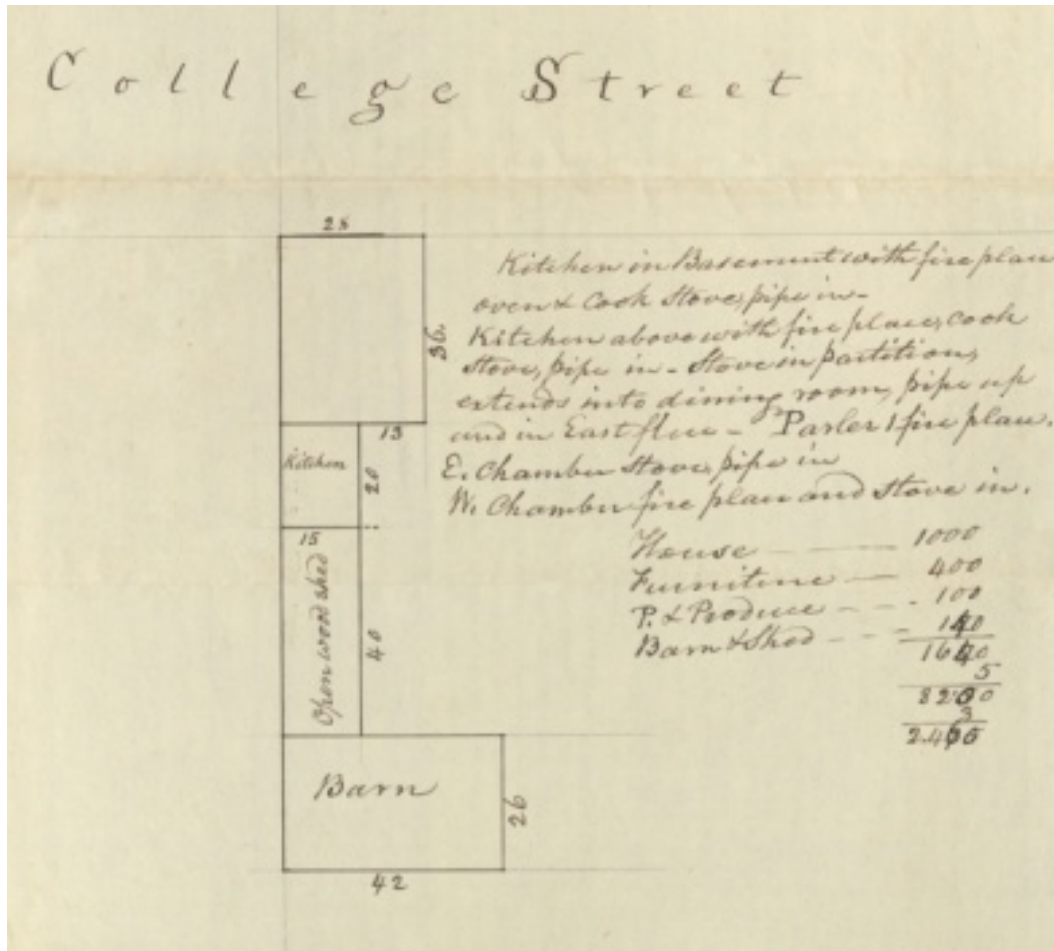


Figure 6. Undated survey by John Johnson entitled *Property of Caroline Clark, College Street, Burlington* (John Johnson Collection: Carton 6, Folder 40.)

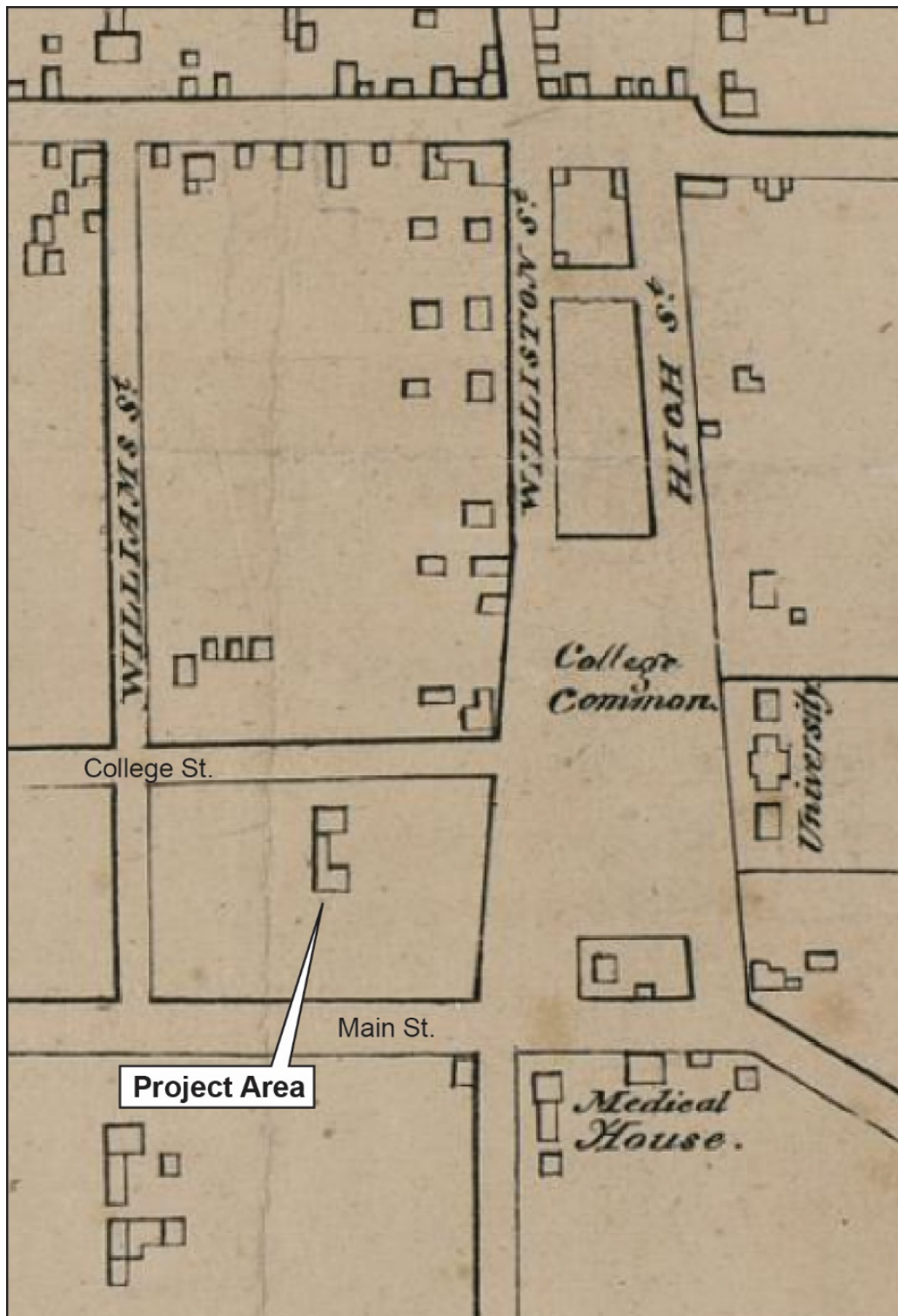


Figure 7. Detail of Ammi B. Young's *Plan of Burlington Village* (1830).

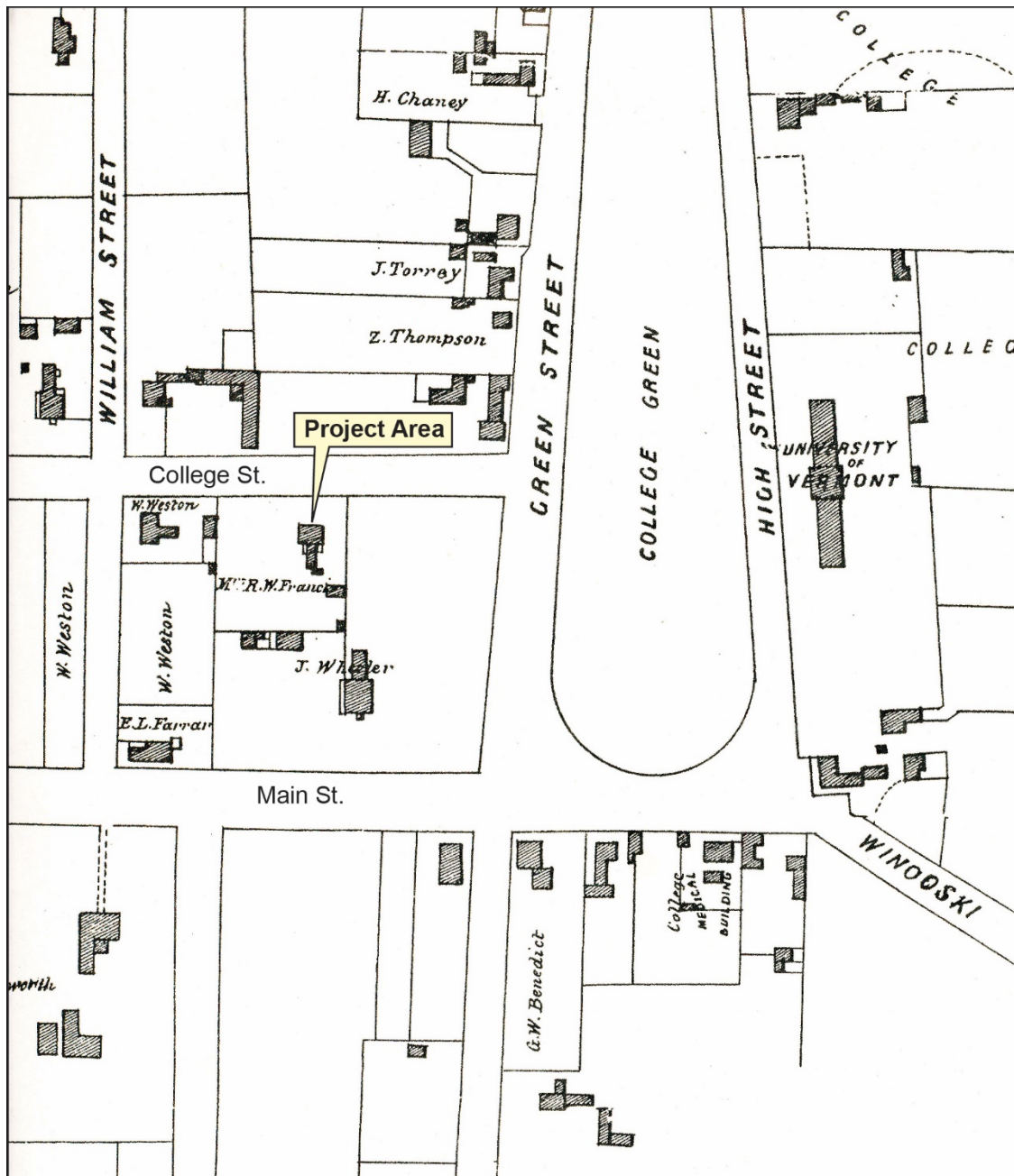


Figure 8. Detail of Presdee & Edwards' Map of Burlington, Vermont (1853).



Figure 9. View of the R.W. Francis house, looking southeast (Silver Special Collections, Billings Library Annex, University of Vermont, Burlington, Vermont).



Figure 10. Detail of a photograph taken looking west southwest from the Old Mill on the University of Vermont's campus ca. 1874-1881 (Hibbard and Larkin Co., Collection, Robert Hull Fleming Museum, University of Vermont, Burlington, Vermont / accessed at the Vermont Landscape Change Program website). The closest two buildings include the Wheeler House at left, and the R. W. Francis House at right.

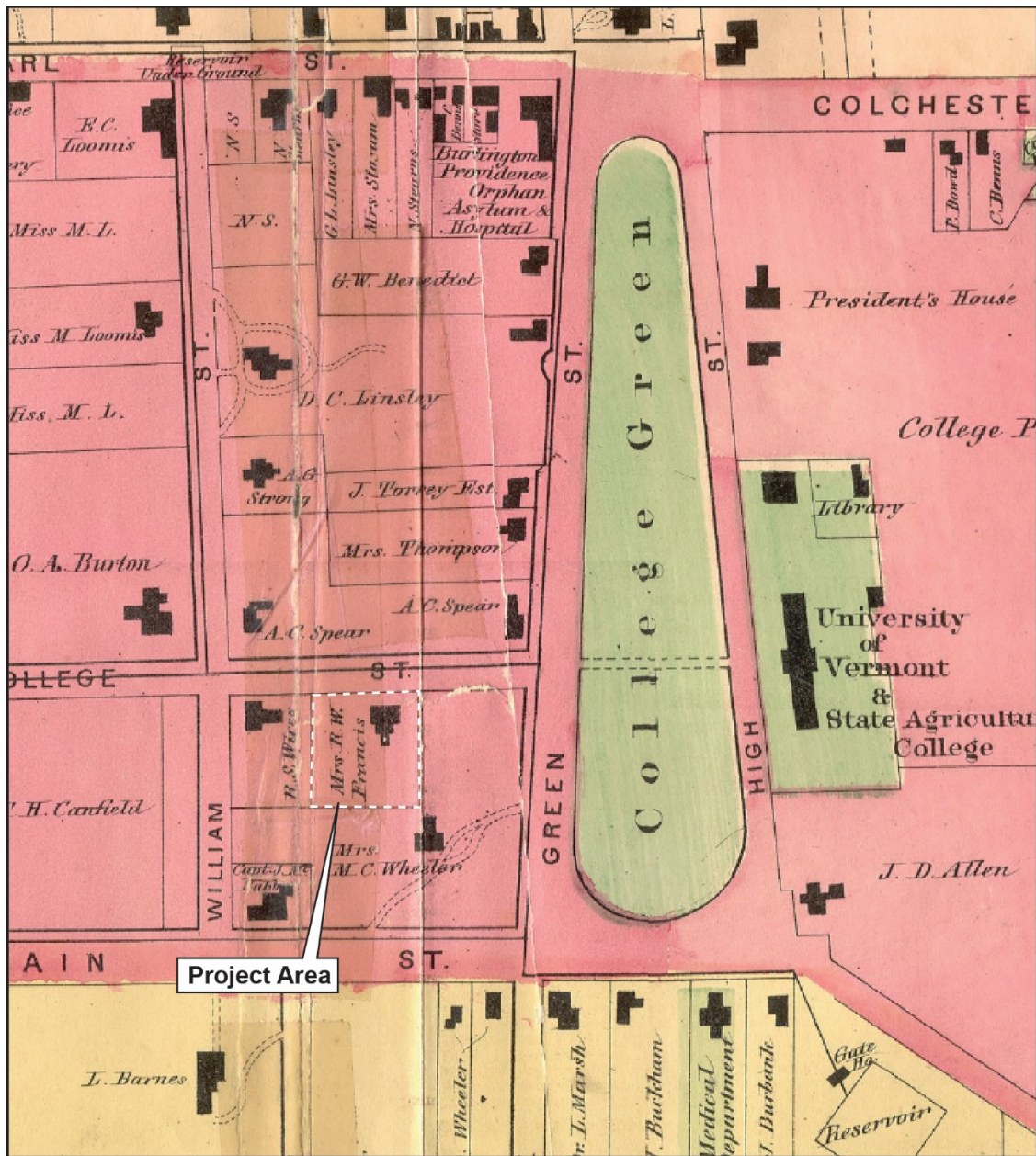


Figure 11. Detail of “Burlington” in F.W. Beers’ *Atlas of Chittenden County, Vermont* (1869). Note: this map records only residences and businesses and not barns or other outbuildings.

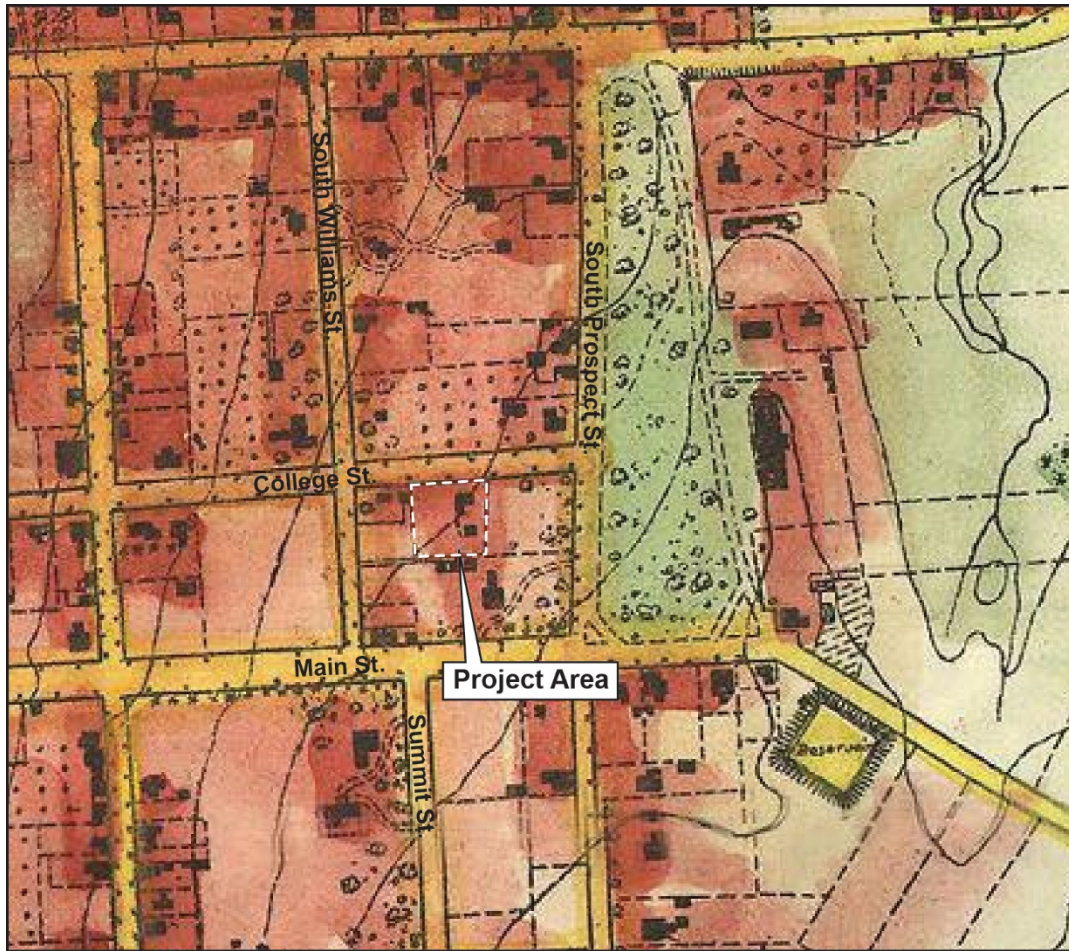


Figure 12. Detail of H.G. Ogden and F.D. Granger's *U.S. Coast Guard Survey, Burlington, Vermont* (1872). This map includes buildings, outbuildings, and prominent trees/vegetation.

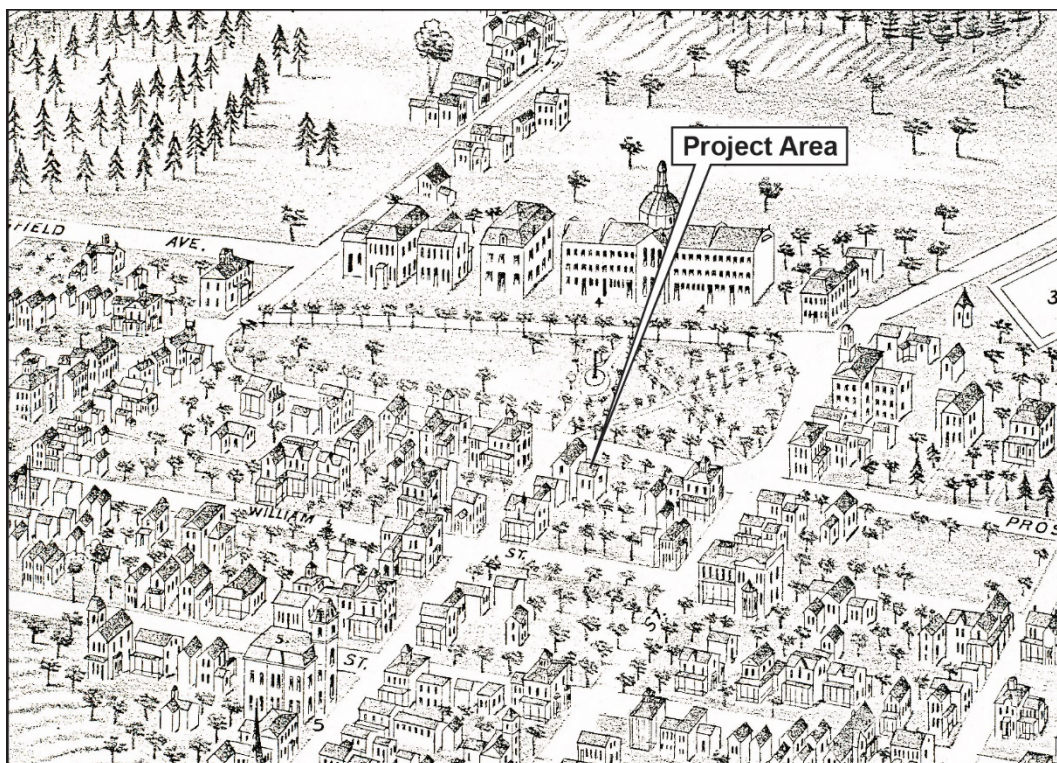


Figure 13. Detail of E. Meilbek's *Bird's Eye View of Burlington and Winooski, Vermont* (1877).

of slate, which, in turn was buried beneath a tile coating. The hearths correspond to the fireplaces, and the same chimney was used for all” (*Burlington Daily News* October 25, 1921). The workers also noted that “the purlings run the whole length of the building and the oak pins are as sound as the day they were put in” (*Burlington Daily News* October 25, 1921). Aerial photographs indicate that the east part of the parking area had been developed before 1937. On June 30, 2014, the Phi Delta Theta fraternity sold the property to the University of Vermont (BCLR 1252:42).

Although the old house was torn down in 1921 and replaced with the present structure, this parcel is still considered sensitive for early historic period archaeological resources. The better historic maps indicate that the site of the old house site is now partially under the eastern part of the existing structure, but some elements were believed to be potentially present to the south, within the area of the present parking area (Sanborn Mapping and Publishing Company 1906). In addition, a barn and outbuilding also once existed behind the house near the southeast corner of the parcel. Finally, other features such as well, cisterns also were potentially present.

RESULTS

On August 19, 20, 23, 24 and 25, 2021, an archaeologist with the University of Vermont Consulting Archaeology Program (UVM CAP) was on hand at #439 College Street, to record any artifacts or features of potential archaeological significance that may be encountered during the ground disturbances associated with the installation of the new catch basin system. This project involved about 45 m (147 ft 7.6 in) of trenching. Of this distance, about 30 m (98 ft 5 in) ran generally east-west and was about 2.71 m (8 ft 10.7 in) wide. The remaining 15 m (49 ft 2.5 in) ran north-south and was generally about 1.57 m (5 ft 1.8 in wide). The trench was approximately 2.3 m (7 ft 6.5 in) deep throughout its entire length (Figures 15-18).



Figure 15. General view of the western end of the project area (2021).



Figure 16. General view of the project area, looking northeast (2021).



Figure 17. General view of the eastern end of project area, looking northeast (2021).



Figure 18. General view of the trench excavation (western end), looking southeast (2021).

In the western end of project area there was substantial amount of overburden / landscaping fill (up to 80 cm or 2 ft 7.5 in) capping the old historic ground surface. The Apb, was underlain by intact weathered subsoil (Bs) (Figures 20-21). Although very low in density, this Apb had artifacts consistently dating to the early 1800s in it. Therefore, it is also possible that this property could retain some traces of precontact era Native American cultural deposits, if present. By about the middle of the building the Apb was only 30 cmbs (11.8 in) below the top of modern asphalt surface and its gravel underlayment a few meters east it was below 15-20 (5.9-7.9 in) of historic fill. Furthermore, in places (especially on the north side of the trench, this Apb was truncated and in many places was only 8-10 cm (3.1-3.9 in) thick. As the project continued to the east, the old ground surface pinches out completely. From here eastward, the old ground surface had been largely stripped away before the modern parking lot surface materials were added on top. The more diagnostic artifacts recovered from the Apb this horizon included a sherd of dark blue transfer printed pearlware (ca. 1815-1835) and one sherd of hand painted broad brush blue floral design pearlware (ca. 1815-1830) (Figure 22)² The new precast concrete catch basin was put in area closest to the projected rear of the historic house, however, this area was the most disturbed by the removal of the old ground surface that occurred when the new building was built and/or later on when the parking lot and catch basin were installed (Figure 23-24).

² Found out of context, but most likely associated with the historic occupation of the site was one sherd of Canton Porcelain (ca. 1790-1835).



Figure 19. View of a representative profile at the western end of trench showing a substantial series of fills on top of the original historic ground surface or Apb (the lowest very dark grayish brown to black layer in this section).



Figure 20. View of the south wall of the trench just east of Figure 19 showing the lessening of the amount of fill going eastwards and a piece of pearlware *in situ* within the Apb, looking south (2021).



Figure 21. Close up view of *in situ* sherd of pearlware with dark blue transfer print, looking south (2021).



Figure 22. View of the north wall of the trench showing a piece of hand painted broad brush pearlware within in the truncated Apb on this side of the trench near center of image, looking north (2021).



Figure 23. View of the south wall of trench looking east southeast (2021). Note the lessening amount of fill overlying the Apb (the dark band about 50-60 cm below the modern ground surface).



Figure 24. View of the south wall of trench showing the “pinch out” of the historic ground surface, about midway along this section of the trench, looking east southeast (2021). This area and the area continuing to the east had been apparently stripped and leveled prior to the addition of the parking lot.

During the excavations, three lines of 6 in (15.2 cm) diameter ceramic wastewater pipes were also encountered (Figure 25). Broadly speaking machine manufactured slip glazed clay pipe (aka tile) tile dates to ca. 1840s-ca. 1945 (Kidder 1889; Klinefelter and Hamiln 1957:38). Specifically, one line crossed the east-west orientated part of the excavated trench at a little off perpendicular about 8.9 m (29 ft 2.4 in) east of edge of pavement; another was 13 m (42 ft 7.8 in) from edge of existing parking area, and the last ceramic pipe was noted running north-south in the east side of the trench at 10.5 to 11.2 m (34 ft 5.4 in to 36 ft 9 in) from the back of the existing building. The slip glazed pipe was “made of what is known as ‘fire clay’ which retains its porosity when subjected to the most intense heat” (e.g., clays that would not vitrify) and is glazed “with another kind of clay known as slip” (aka. Albany-slip / Brown-earth slip) with a complete coating inside and out (Kidder 1889).



Figure 25. View of the north wall of the trench showing a ceramic wastewater pipe at right center of image, looking north (2021).

In addition to the ceramic wastewater pipes, there was also one subsurface plank lined structure that was cut through by the trench being excavated (Figures 26-29). This feature was located between 9.02 and 7.88 m (29 ft 7.1 in and 25 ft 10.2 in) south from the south wall of the existing building in the section of the trench running north to south and about 5.34 m (17 ft 6.2 in) west of the southeast corner of the existing building. This feature was embedded in a clayey fill with the top of its floor at 70 cm (2ft 3.6 in) below the modern ground surface. This feature measured 1.17 m (3 ft 10 in) across. The planks used in its construction were about 2 cm (0.79 in) thick and up to 30-35 cm (11.8 to 13.8 in) wide. About 30 cm (11.8 in) of this structure (extending up from the floor) was intact, the top of this structure appears to have been disturbed by the construction of the parking lot. The disturbed soil/trench back fill ranged from 5 to 8 cm (2 to 3.14 in) below the floor of the box. This feature only extended part way across the trench being excavated going east. It appears that this feature may either end at the edge of the recent trench and/or had been previously disturbed by the installation of ceramic pipe on its east side. The wooden plank feature does not appear in the east wall of the present trench. Unfortunately, no artifacts, not even nails, were seen in direct association with this feature, and it is unclear as to the date of its construction and/or its intended purpose. To the east of the plank lined feature there was a distinct area of rubble (structural demolition) fill just below the modern parking lot material (Figure 30). This could be associated with the razing of the old house ca. 1921.



Figure 26. View of the location of the wooden plank lined subsurface feature, looking southwest (2021) (see the middle of trench directly above the ladder's shadow).



Figure 27. Oblique view of the wooden plank lined subsurface feature encountered during this project on the west side of the excavated trench, looking southwest (2021). The north arrow is sitting on the wood planks still in place at the bottom of the feature.



Figure 28. View of the wooden plank lined subsurface feature encountered during this project in profile on the west side of the excavated trench, looking northwest (2021).



Figure 29. View of the wooden plank lined subsurface feature encountered during this project in profile on the west side of the excavated trench, looking west (2021).



Figure 30. View of the east wall of the excavated trench just south of the precast concrete catch basin to be replaced, looking east 2021. Note: the structural destruction layer just below the modern parking lot materials.

CONCLUSIONS

The results of the archaeological monitoring conducted as part of the Archaeological Resources Assessment for the 439 College Street Catch Basin Replacement Project demonstrate that some areas of intact / relatively undisturbed historic context and potentially some intact PreContact Native American cultural resources exist within the west half of the parking area and beyond within the parcel. The information that the east part of the parking area was stripped of topsoil at some point in the past removes this, “uphill” portion of the parcel from future consideration given that any once present archaeological deposits likely were removed during driveway and parking lot construction. Artifacts related to first half of the nineteenth century were recovered though in low density within the project area. In terms of features, historic wastewater pipes and pipe trenches were noted, as well as the disturbances related to more recent drainage work. One unidentified wooden plank feature was identified and photodocumented. While the function of this structure is unknown based on a lack of associated artifacts, the structure may relate to one or another sheds or outbuildings once on the property.

Based on the monitoring of the trench excavation and the background research conducted as part of this ARA, no further work was determined to be necessary prior to the completion of the catch basin project. As documented in the trench profiles, while the landscape on this lot has been extensively modified, and stripped of topsoil on the eastern side, there still exists the potential for intact historic features (e.g., cisterns, well, privy, trash pits &etc.) and/or precontact era Native American cultural resources elsewhere on the lot. We recommend therefore that future ground-disturbing activities on the property also be reviewed for their potential impacts to archaeological resources.

REFERENCES CITED

Anonymous

n.d. *Map of Burlington, Vermont*. Map on file: Fletcher Free Library, Burlington, Vermont.

Beers, F.W.

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Burlington (City of) Land Records

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Burlington Daily News (Burlington, Vermont)

1921 October 25, "Century-Old Relics Are Found in House At 439 College St." p. 2.

Burlington Free Press (Burlington, Vermont)

1873 March 8, "Died: Foote." p. 2.

1903 February 20, "Fraternity Purchases Home." p. 5.

1903 June 9, "A Voluntary Bankrupt." p. 5.

1923 May 4, "Phi Delt's New Home." p. 7.

Burlington Weekly Free Press (Burlington Vermont)

1893 May 18, "The College Park." [Re-printed from the *Vermont Cynic*] p. 8.

Burlington Weekly Sentinel (Burlington Vermont)

1862 May 23, "Died" [Ann W. Clark]. p. 3.

Burlington (Town of) Land Records

Various years. Burlington Town Land Records [BTLR]. Manuscript on file: Burlington City Clerk's Office, Burlington, Vermont.

Hopkins, G.M.

1890 *Map of the City of Burlington, Vermont*. G.M. Hopkins, Philadelphia, Pennsylvania.

Johnson, John

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Burlington Planning Commission

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Andy Montroll, Chair
Bruce Baker, Vice-Chair
Yves Bradley
Alexander Friend
Michael Gaughan
Emily Lee
Brynne Martin

Burlington Planning Commission

Tuesday, January 11, 2022, 6:30 P.M.

Remote Meeting via Zoom, with City Hall In-Person Option

Minutes

Members Present	A Montroll, A Friend, M Gaughan, E Lee, B Martin, B Baker
Staff Present	M Tuttle, S Gustin, K Sturtevant
Public Attendance	C Hilliard, J Katz, S Thibault, S Bushor

I. Agenda

Call to Order	Time: 6:32pm
Agenda	No changes to the published agenda.

II. Public Forum

Name(s)	Comment
S Bushor	Support staff concern on TDM that this a good tool for larger developments, but some of the criteria can be difficult or a deterrent for smaller developments; 10 units or more seems to be a better threshold. Without minimum requirements, how does the Institutional Parking Management Plan work and what is impact on surrounding neighborhoods. The maximum limits in neighborhood districts shouldn't apply to museums and stadiums in a neighborhood or to emergency services to ensure they have the parking they need.
S Thibault	CATMA produces the Joint Institutional Parking Management Plan—appreciate update to this ordinance at this time. How will the city measure success of a TDM program if extended to all developments city-wide?

III. Chair's Report

A Montroll	Council sent proposed minimum parking amendment at the Commission's request for review and comment.
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IV. Director's Report

M Tuttle	Council approved creation of new planner position, which advertised on Jan 10. Interviews next week for the Principal Planner Position. Department received Bylaw Modernization Grant from ACCD for Missing Middle Housing study, and working with DPW to submit project proposals for CCRPC's Annual Work Plan. Mayor's Housing Announcement in December included three major zoning amendments that will be in front of the Commission and UVM presented Trinity Campus Housing Plan to Council on Jan 10. Jay Appleton retirement from City 1/14
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V. Proposed CDO Amendment- Minimum Parking & TDM Requirements

Requested staff provide information and recommendations on several items related to parking requirements, and to draft a memo capturing the Commission's conversation about TDM provisions.

Motion by:

Second by:

Vote: N/A

Type: Discussion

Presented by: M Tuttle, S Gustin

M Tuttle and S Gustin presented the draft ordinance along with staff notes and key questions for discussion. Commissioner discussion:

Maximum Parking & Related Standards

- On auto-oriented uses: Vehicles are inventory/the serviced product. Parking ratios should focus on employee/visitor parking.
- Concerns about tying parking ratios to fluid metrics like seats in a house of worship or number of employees that can change rapidly over time. What happens in these circumstances if a use exceeds maximum, or dips below the permitted amount—need a standard for when parking would have to be removed in particular.
- Regulating parking in a fine-grained way seems to conflict with the form codes goal to focus less on uses. Is there another way to approach maximums, especially within this district? Is a maximum limit necessary?
- How to treat maximum parking waiver standards if there aren't other like commercial uses in a district for comparative analysis?
- What can we learn from the number of parking spaces that have been built in excess of minimum requirements across the board?
- How does ADA parking work, and is there a concern about maximums inhibiting the ability to provide this?

TDM Standards

- While there aren't a lot of 5 – 10 unit projects today, this is what Missing Middle is about. Parking isn't the only impediment, but concern about adding a TDM requirement to all of those potential projects.
- Concern that this will force a large number of small projects to create their own mini transportation systems at individual costs and scales, with little ability for city accountability to ensure that they're being implemented properly.
- More efficient and effective to change the way TDM works at a city-level to influence users across the board; concern that zoning is the wrong place because it only impacts new development.
- Seems the TDM elements that could be applicable to residential-scale are unbundling the cost of parking from rent, and reporting data on parking.
- Concerned that this isn't the most practical way to achieve this goal given the slow pace of development. Other sections of city ordinance may have the effect of quicker implementation, as well as more flexibility for changing what the standards might look like over time. Zoning is pretty static, and state statute doesn't allow the city to amortize non-conformities.
- Some concern that zoning is a leverage point to get these requirements/programs in place. Discussion about the importance of a TDM study to inform right approaches for the scale and context.
- Need to make sure the administrative burden is accounted for—this requires staff time and expertise that is already stretched thin; also need to provide applicant resources including education and support for creative solutions.
- What are examples of other TDM programs? Should right size this because sometimes parking scarcity can drive creativity and don't want to preclude those situations.

VI. Commissioner Items

- Next meetings are January 25 and Feb 8 at 6:30pm
- Next Executive Committee is January 25, 2022 at 5:30pm
- Ordinance Committee- Met last week to discuss a proposal for an overlay for steep slopes, such as along Riverside Avenue.

VII. Minutes and Communications

Action: Approve the minutes, as amended, and accept the communications

Motion by: A Friend

Second by: M Gaughan

Approved Unanimously

Minutes Approved: December 14, 2021, with correction to January meeting dates

Communications Filed:

- Documents included in agenda packet: <https://www.burlingtonvt.gov/CityPlan/PC/Agendas>

VIII. Adjourn

Adjournment

Time: 8:31pm

Motion: A Friend

Second: M Gaughan

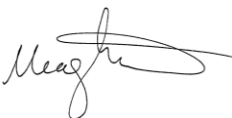
Vote: Approved Unanimously



Signed: January 27, 2022

Andy Montroll, Chair

Respectfully submitted by:



Meagan Tuttle, Director