CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
802.863.9094 VOICE
802.863.0466 FAX
802.863.0450 TTY
www.burlingtonvt.gov/dpw

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

M E M O R A N D U M

To: Tenzin Chokden, Clerks Office
From: Chapin Spencer, Director
Date: October 11, 2018
Re: Public Works Commission Agenda

Please find information below regarding the next Commission Meeting.

Date: **October 17, 2018**
Time: 6:30 – 9:00 p.m.
Place: **645 Pine St – Main Conference Room**

A G E N DA

ITEM

1 Call to Order – Welcome – Chair Comments

2 5 Min Agenda

3 10 Min Public Forum (3 minute per person time limit)

4 5 Min Consent Agenda
- A YMCA Project Temporary "No Parking" Zone
- B Colchester Avenue – Chase Street Crosswalk
- C 2019 Paving List
- D Pearl Street Trial Update – "No Parking and No Turn on Red"
- E North Union Street "No Parking" at Hickok Place
- F "No Right Turn on Red" at Howard St./St. Paul St./S. Winooski Ave
- G CHT Parking Agreement for 194 St. Paul St

Non-Discrimination
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 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 865-7145.

5 20 Min Water Bond Authorization

A Communication, M. Moir & T. Melloni
B Commissioner Discussion
C Public Comment
D Action Requested – Vote

6 20 Min Permit Reform Report

A Communication, C. Spencer, N. Baldwin, T. Archambeau
B Commissioner Discussion
C Public Comment
D Action Requested –None

7 20 Min Residential Permit Parking Process Update

A Communication, P. Peterson
B Commissioner Discussion
C Public Comment
D Action Requested –None

9 10 Min November Commission Meeting Date – Potential Change

10 5 Min Approval of Draft Minutes of 9-18-18

11 10 Min Director's Report

12 10 Min Commissioner Communications

13 **Adjournment & Next Meeting Date – November 21, 2018 (may be rescheduled due to proximity to Thanksgiving)**

October 11, 2018

TO: Public Works Commission

FROM: Phillip Peterson, Associate Engineer PWP 10/11/18

CC: Norman Baldwin, P.E., City Engineer NB

RE: Consent Agenda Item: YMCA Project Temporary "No Parking" Zone

Recommendation:
Staff recommends that the Commission adopt

1. No person shall park a vehicle at the following locations: On the south side of Bradley Street beginning immediately west of the Bradley Street driveway to 298 College Street and extended west for 20 feet, between the hours of 7:00 a.m. and 5:00 p.m. Monday through Friday.

Purpose & Need:
The purpose of the "No Parking" zone is to provide space for construction vehicles entering and exiting the project location. The need is to prevent dangerous situations due to the trucks entering and exiting the project location during normal work hours. This "No-Parking" zone is associated with the current YMCA project, and will be removed once the project is complete.

Project Checklist:

	N/A	Yes	No	Reference
Aligns with MUTCD standards and/or established City Policy?	X			
Aligns with City plans?	X			
Followed Public Engagement Plan?		X		This project falls under INVOLVE on the Spectrum of Engagement and minimum engagement strategies were met.

Summary and Conclusion:
The Department of Public Works (DPW) Staff identified this issue during the planning phase of the YMCA Project. Staff conducted a site survey and turning template analysis, which confirmed the need for a "No-Parking" zone in this area. The configuration of the driveway for 298 College Street prevents trucks from making the turn onto Bradley Street with vehicles parked on the west side of the driveway. Therefore,

NB 10/11/18

staff recommend the "No-Parking" zone be on the south side of Bradley Street beginning immediately west of the driveway to 298 College Street and extended west for 20 feet, between the hours of 7:00 a.m. and 5:00 p.m. Monday through Friday. The "No-Parking" zone will be removed once the project is complete.

Public Outreach:
This project falls under INVOLVE on the Spectrum of Engagement under the Public Engagement Plan (PEP). Public outreach, which consisted of distributing flyers on October 5th, 2018, was conducted in accordance with the PEP. There was one correspondence with a local resident and they are in support of the proposed "No-Parking" zone, as it will allow for parking after 5 pm and on weekends; as it stands now, the construction encumbrance does not allow for any parking near the driveway.

Attachments:
1. Site map

NOTES:

Staff Recommends the Commission adopt:

7. No parking areas. No person shall park any vehicle at any time in the following locations:
    1. On the south side of Bradley Street beginning immediately west of the driveway to 298 College Street and extended west for 20 feet, between the hours of 7:00 a.m. and 5:00 p.m. Monday through Friday.

30' 0 30' 60'

SCALE: 1" = 30'

North

YMCA PROJECT
TEMPORARY NO PARKING ZONE

BURLINGTON, VT PUBLIC WORKS

BURLINGTON PUBLIC WORKS ENGINEERING DIV.

645 PINE STREET
BURLINGTON, VT 05401
(802) 863-9094
(802) 863-0466 (Fax)

DESIGNED	PMP
DRAWN	PMP
CHECKED	NL
DATE	10/10/18

October 10, 2018

TO: Public Works Commission

FROM: Phillip Peterson, Associate Engineer PMP 10/11/18

CC: Norman Baldwin, P.E., City Engineer NB

RE: Consent Agenda Item: Colchester Avenue - Chase Street Crosswalk

Recommendation:
Staff recommends that the Commission adopt

1. No person shall park a vehicle at the following locations: On the west side of Colchester Avenue between the driveways of 430 Colchester Avenue and 426 Colchester Avenue.

Purpose & Need:
The purpose of a "No-Parking" zone in this area would meet Vermont state guidelines in regards to parking near crosswalks. The need will provide pedestrian access to a bus stop on Colchester Avenue, in particular, children attending Burlington schools utilize this bus stop.

Project Checklist:

	N/A	Yes	No	Reference
Aligns with MUTCD standards and/or established City Policy?		X		Vermont Agency of Transportation "Guidelines for Pedestrian Crossing Treatments"
Aligns with City plans?		X		Plan BTV Walk Bike – Colchester Ave is identified as a priority corridor for safety placemaking.
Followed Public Engagement Plan?		X		This project falls under INVOLVE on the Spectrum of Engagement and minimum engagement strategies were met.

Summary and Conclusion:
The Department of Public Works (DPW) received a request from a local group of residents in the Colchester Avenue and Chase Street neighborhood. This group of residents have safety concerns for pedestrians and students crossing Colchester Avenue at the Chase Street intersection. Pedestrians and students use this crossing to access public transportation on the west side of Colchester Avenue. Staff have conducted a site survey and analysis, which confirmed the need for a crosswalk at this intersection.

NR 10/11/18

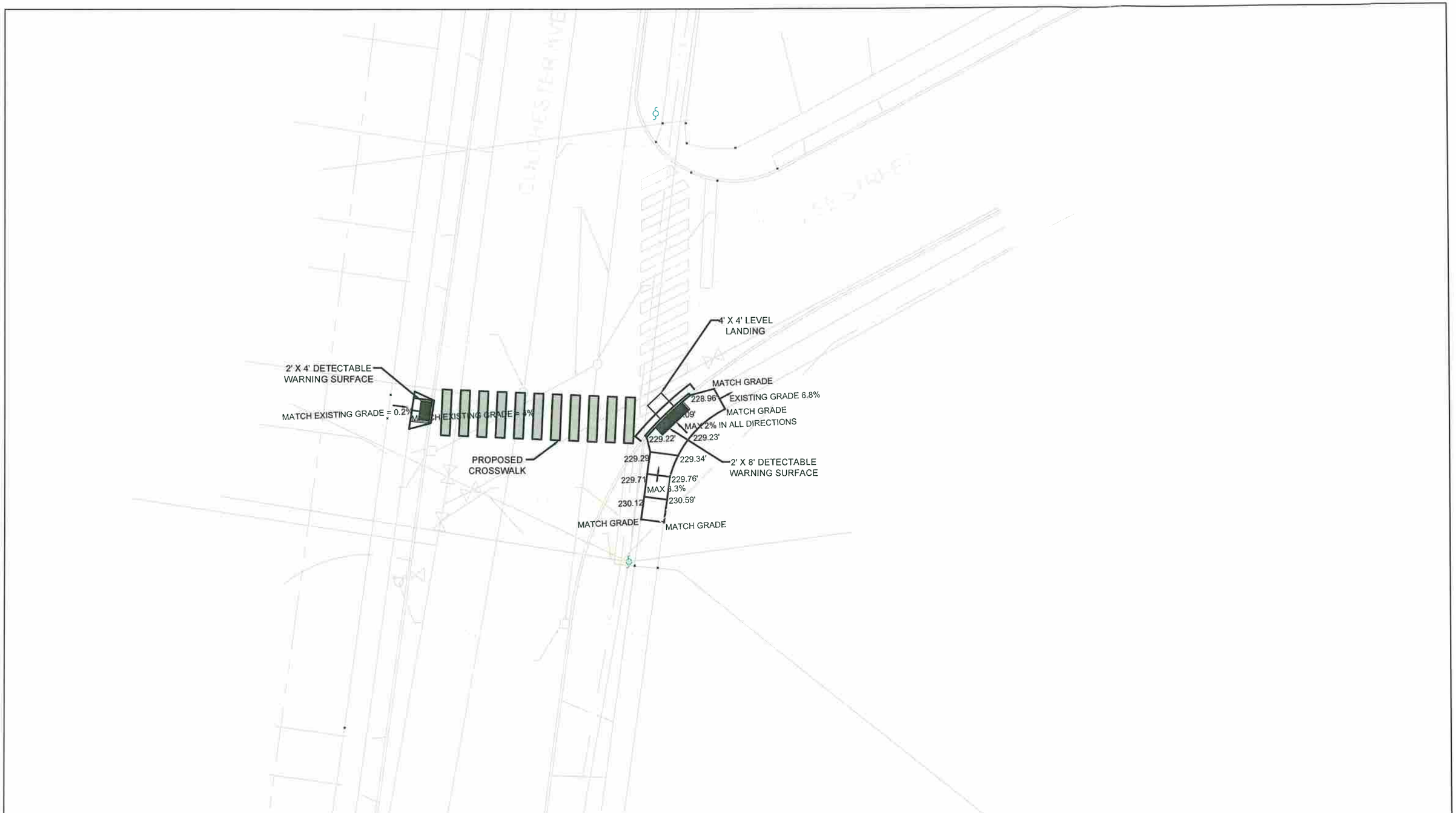
In accordance with state law, parking spaces shall not be marked within 20 feet of a marked crosswalk at an intersection, this is why the "No-Parking" zone has been recommended.

Staff have determined the proposed crosswalk on the south side at the Colchester Avenue and Chase Street intersection meets the criteria for additional enhancements. This project will include:

a. Standard crosswalk markings which conform to the MUTCD.
b. Construction of ADA compliant ramps on both sides of the crosswalk.
c. Pedestrian warning signs.
    i. Back to back, double sided pedestrian warning signs at the end of each crosswalk location.
    ii. Pedestrian warning signs 250 feet away in both directions on Colchester Avenue.
    iii. Use of Florescent Yellow-Green pedestrian warning signs.
    iv. Use of an In-Street Pedestrian sign.
d. Installation of additional street lighting, should it be deemed necessary; Staff are collaborating with the Burlington Electric Department on this issue.

Public Outreach:
This project falls under INVOLVE on the Spectrum of Engagement under the Public Engagement Plan (PEP). Public outreach, which consisted of distributing flyers on October 5th, 2018, was conducted in accordance with the PEP. There was one correspondence with a local resident. The resident would prefer the parking not be removed; however, they are understanding of the situation and support our efforts to install a crosswalk at this location.

Attachments:
1. Initial request
2. Site map



20' 0 20' 40'

SCALE: 1" = 20'

North

COLCHESTER AVE AND CHASE STREET CROSSWALK

BURLINGTON, VT PUBLIC WORKS

BURLINGTON PUBLIC WORKS ENGINEERING DIV.

645 PINE STREET
BURLINGTON, VT 05401
(802) 863-9094
(802) 863-0466 (Fax)

DESIGNED PMP	
DRAWN PMP	SCALE 1"=20'
CHECKED SM	DRAWING NO.
DATE 10/10/2016	SHEET 1 OF 1

City of Burlington
Department of Public Works

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

Memo

Date: October 11, 2018

To: DPW Commission

From: Laura Wheelock, PE
Senior Public Works Engineer
Street Capital Program Manager

Subject: Calendar Year 2018 Street Reconstruction Paving List
Complete Streets Acceptance

Program Update

Summer 2019 Street Reconstruction List

This communication is to inform the Commission of the work plan which includes a mix of mill/fill, reclaiming and overlay. Our work plan has been coordination with other DPW and City departments to understand all needs on the streets ahead of paving. Funding is a mix of the recently voter approved Bond for Street and Sidewalk Improvements, as well as Street Capital Tax Funds.

The table below outlines both funding source identified for the work as well as the potential for the timing of the work. This plan for summer 2018 includes approximately 1.24 miles of mill and fill, 3.36 miles of reclaiming and 0.42 miles of overlay. The engineer's estimate for this work is $1,900,000.

The work is planned to start April 2019 and complete November 2019.

Complete Streets

Within the proposed work plan, DPW has reviewed all of the streets for their compliance with Complete Streets. Of the streets with planned work, all of them comply.

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

Branch ID	Section	PCI	Length (Miles)	Type of Work
ALLEN	ALL	55	0.11	RECLAIM
CHARLOTTE	CATHERINE - LOCUST	31	0.23	RECLAIM
CHURCH	ADAMS - MAPLE	43	0.11	RECLAIM
CURTIS	ALL	39	0.47	RECLAIM
DEPOT	LAKE ST - NORTH AVE	3	0.24	MILL/FILL
ETHAN ALLEN	JAMES AVE - FARRINGTON	35	0.18	RECLAIM
ETHAN ALLEN	NORTH AVE - LOPES	35	0.30	RECLAIM
ETHAN ALLEN	FARRINGTON - LOPES	32	0.24	RECLAIM
FERGUSON	SHELBURNE RD - PINE	73	0.27	RECLAIM
FLYNN	PINE ST - SHELBURNE RD	37	0.27	RECLAIM
FLYNN	RAILROAD - PINE ST	43	0.22	MILL & FILL
FLYNN	END - RAILROAD	39	0.33	MILL & FILL
HILLCREST	ALL	39	0.11	RECLAIM
LATHAM	ALL	42	0.12	RECLAIM
MAPLE	S UNION - ST. PAUL	35	0.17	RECLAIM
MAPLE	S PROSPECT - S UNION	39	0.40	RECLAIM
PERROTTA	ALL	29	0.08	RECLAIM
PINE ST	FLYNN - MORSE	47	0.21	RECLAIM
PINE ST	MORSE - HOME	1	0.10	RECLAIM
PINE ST	LAKESIDE - FLYNN	100	0.42	1"OVERLAY ONLY
PINE ST	MAPLE - KILBURN	36	0.17	MILL & FILL
S PROSPECT	PEARL - MAIN	42	0.29	MILL & FILL
Total			3.36	MILES Reclaim
Total			1.24	MILES Mill/Fill
Total			0.42	MILES Overlay

In conclusion, if you have any questions regarding the proposed street paving list, please do not hesitate to contact me directly at LWheelock@burlingtonvt.gov or 802-863-9094.

COMPLETE STREETS PROJECT REPORTING FORM *Form CS-1*

A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.

Project Name Allen Street

Project Manager and Department Ashley Toof, DPW

Date 10/10/2018 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2019 Street Paving FY19-20\1 -DESIGN\Complete Streets

---

Complete Streets principles WERE considered.

☒ *Form CS-2 attached*

Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.
Identify the limited access roadway: _____

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.
☐ *Form CS-3 attached*

☐ The project scope of work was approved prior to July 1, 2011.
Identify the project: _____

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

Form CS-2N STREET CLASSIFICATION – *NEIGHBORHOOD STREET*

Any street not listed above.

Street Name: Allen Street

The following features should be considered on Burlington's Neighborhood Streets

Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

Tree Belt

- ☒ 5' minimum
- ☒ 2'minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no transit shelters

Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

MUNCIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

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

Road: Allen Street

Project Description: **Cal Yr 2019 paving program**

Compliance – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

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

Exemption – If applicable, select one.

- [ ] The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- [ ] The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- [ ] Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Ashley Toof	**Public Works Engineer**	**10/10/2018**
Name	Position	Date

COMPLETE STREETS PROJECT REPORTING FORM *Form CS-1*

A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.

Project Name Charlotte Street

Project Manager and Department Ashley Toof, DPW

Date 10/10/2018 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2019 Street Paving FY19-20\1 -DESIGN\Complete Streets

---

Complete Streets principles WERE considered.

☒ *Form CS-2 attached*

Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.
Identify the limited access roadway: _____

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.
☐ *Form CS-3 attached*

☐ The project scope of work was approved prior to July 1, 2011.
Identify the project: _____

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

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Click here to enter a date. Agency of Transportation, Attn: Chris Cole

Form CS-2N STREET CLASSIFICATION – *NEIGHBORHOOD STREET*

Any street not listed above.

Street Name: Charlotte Street

The following features should be considered on Burlington's Neighborhood Streets

Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

Tree Belt

- ☒ 5' minimum
- ☒ 2'minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no transit shelters

Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☒ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES:

MUNCIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

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

Road: Charlotte Street

Project Description: **Cal Yr 2019 paving program**

Compliance – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

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

Exemption – If applicable, select one.

- [ ] The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- [ ] The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- [ ] Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Ashely Toof	**Public Works Engineer**	**10/10/2018**
Name	Position	Date

COMPLETE STREETS PROJECT REPORTING FORM *Form CS-1*

A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.

Project Name Church Street

Project Manager and Department Ashley Toof, DPW

Date 10/10/2018 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2019 Street Paving FY19-20\1 -DESIGN\Complete Streets

---

Complete Streets principles WERE considered.

☒ *Form CS-2 attached*

Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.
Identify the limited access roadway: _____

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.
☐ *Form CS-3 attached*

☐ The project scope of work was approved prior to July 1, 2011.
Identify the project: _____

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

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Click here to enter a date. Agency of Transportation, Attn: Chris Cole

Form CS-2N STREET CLASSIFICATION – *NEIGHBORHOOD STREET*

Any street not listed above.

Street Name: Church Street

The following features should be considered on Burlington's Neighborhood Streets

Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
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- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

Tree Belt

- ☐ 5' minimum
- ☒ 2'minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

Street Trees

- ☒ hardscape or tree grates for passenger loading/unloading

NOTES:

Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no transit shelters

Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

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- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
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- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

MUNCIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

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Road: Church Street

Project Description: **Cal Yr 2019 paving program**

Compliance – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

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

Exemption – If applicable, select one.

- [ ] The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- [ ] The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- [ ] Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Ashley Toof	**Public Works Engineer**	**10/10/2018**
Name	Position	Date

COMPLETE STREETS PROJECT REPORTING FORM *Form CS-1*

A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.

Project Name Depot Street

Project Manager and Department Ashley Toof, DPW

Date 10/10/2018 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2019 Street Paving FY19-20\1 -DESIGN\Complete Streets

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Complete Streets principles WERE considered.

☒ *Form CS-2 attached*

Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.
Identify the limited access roadway: _____

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.
☐ *Form CS-3 attached*

☐ The project scope of work was approved prior to July 1, 2011.
Identify the project: _____

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

Form CS-2N STREET CLASSIFICATION – *NEIGHBORHOOD STREET*

Any street not listed above.

Street Name: Depot Street

The following features should be considered on Burlington's Neighborhood Streets

Sidewalks

- ☐ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☐ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☐ 5' clear zone

NOTES: no sidewalks

Tree Belt

- ☐ 5' minimum
- ☐ 2'minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES: no tree belt

Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no transit shelters

Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

MUNCIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

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

Road: Depot Street

Project Description: **Cal Yr 2019 paving program**

Compliance – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

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

Exemption – If applicable, select one.

- ☐ The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- ☐ Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Ashley Toof	**Public Works Engineer**	**10/10/2018**
Name	Position	Date

COMPLETE STREETS PROJECT REPORTING FORM *Form CS-1*

A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.

Project Name Ethan Allen Parkway

Project Manager and Department Ashley Toof, DPW

Date 10/10/2018 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2019 Street Paving FY19-20\1 -DESIGN\Complete Streets

---

Complete Streets principles WERE considered.

☒ *Form CS-2 attached*

Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.
Identify the limited access roadway: _____

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.
☐ *Form CS-3 attached*

☐ The project scope of work was approved prior to July 1, 2011.
Identify the project: _____

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

Form CS-2N STREET CLASSIFICATION – *NEIGHBORHOOD STREET*

Any street not listed above.

Street Name: Ethan Allen Parkway

The following features should be considered on Burlington's Neighborhood Streets

Sidewalks

- ☐ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

Tree Belt

- ☐ 5' minimum
- ☒ 2'minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no transit shelters

Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☒ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES:

MUNCIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

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

Road: Ethan Allen Parkway

Project Description: **Cal Yr 2019 paving program**

Compliance – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

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

Exemption – If applicable, select one.

- [ ] The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- [ ] The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- [ ] Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Ashley Toof	**Public Works Engineer**	**10/10/2018**
Name	Position	Date

COMPLETE STREETS PROJECT REPORTING FORM *Form CS-1*

A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.

Project Name Ferguson Avenue

Project Manager and Department Ashley Toof, DPW

Date 10/10/2018 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2019 Street Paving FY19-20\1 -DESIGN\Complete Streets

---

Complete Streets principles WERE considered.

☒ *Form CS-2 attached*

Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.
Identify the limited access roadway: _____

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.
☐ *Form CS-3 attached*

☐ The project scope of work was approved prior to July 1, 2011.
Identify the project: _____

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

Form CS-2N STREET CLASSIFICATION – *NEIGHBORHOOD STREET*

Any street not listed above.

Street Name: Ferguson Avenue

The following features should be considered on Burlington's Neighborhood Streets

Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

Tree Belt

- ☒ 5' minimum
- ☒ 2'minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no transit shelters

Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

MUNCIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

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

Road: Ferguson Avenue

Project Description: **Cal Yr 2019 paving program**

Compliance – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

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

Exemption – If applicable, select one.

- [ ] The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- [ ] The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- [ ] Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Ashley Toof	**Public Works Engineer**	**10/10/18**
Name	Position	Date

COMPLETE STREETS PROJECT REPORTING FORM *Form CS-1*

A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.

Project Name Flynn Avenue

Project Manager and Department Ashley Toof, DPW

Date 10/10/2018 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2019 Street Paving FY19-20\1 -DESIGN\Complete Streets

---

Complete Streets principles WERE considered.

☒ *Form CS-2 attached*

Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.
Identify the limited access roadway: _____

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.
☐ *Form CS-3 attached*

☐ The project scope of work was approved prior to July 1, 2011.
Identify the project: _____

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

Form CS-2N STREET CLASSIFICATION – *NEIGHBORHOOD STREET*

Any street not listed above.

Street Name: Flynn Avenue

The following features should be considered on Burlington's Neighborhood Streets

Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES: no sidewalk on large portion of south side of street (west end)

Tree Belt

- ☒ 5' minimum
- ☒ 2'minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES: much more narrow or nonexistent on north side of street

Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no transit shelters

Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☒ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: near railroad crossing

MUNCIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

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

Road: Flynn Avenue

Project Description: **Cal Yr 2019 paving program**

Compliance – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

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

Exemption – If applicable, select one.

- [ ] The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- [ ] The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- [ ] Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Ashley Toof	**Public Works Engineer**	**10/10/2018**
Name	Position	Date

COMPLETE STREETS PROJECT REPORTING FORM *Form CS-1*

A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.

Project Name Hillcrest Road

Project Manager and Department Ashley Toof, DPW

Date 10/10/2018 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2019 Street Paving FY19-20\1 -DESIGN\Complete Streets

---

Complete Streets principles WERE considered.

☒ *Form CS-2 attached*

Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.
Identify the limited access roadway: _____

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.
☐ *Form CS-3 attached*

☐ The project scope of work was approved prior to July 1, 2011.
Identify the project: _____

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

Form CS-2N STREET CLASSIFICATION – *NEIGHBORHOOD STREET*

Any street not listed above.

Street Name: Hillcrest Road

The following features should be considered on Burlington's Neighborhood Streets

Sidewalks

- ☐ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☐ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☐ 5' clear zone

NOTES: no sidewalks or clear zone

Tree Belt

- ☐ 5' minimum
- ☐ 2'minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES: no tree belt

Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no transit shelters

Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☒ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: mid-block curbed island before intersection

MUNCIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

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

Road: Hillcrest Road

Project Description: **Cal Yr 2019 paving program**

Compliance – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

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

Exemption – If applicable, select one.

- ☐ The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☑ The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- ☐ Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Cost is prohibited and cannot be completed under this contract.

Completed:

Ashley Toof	**Public Works Engineer**	**10/10/2018**
Name	Position	Date

COMPLETE STREETS PROJECT REPORTING FORM *Form CS-1*

A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.

Project Name Latham Court

Project Manager and Department Ashley Toof, DPW

Date 10/10/2018 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2019 Street Paving FY19-20\1 -DESIGN\Complete Streets

---

Complete Streets principles WERE considered.

☒ *Form CS-2 attached*

Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.
Identify the limited access roadway: _____

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.
☐ *Form CS-3 attached*

☐ The project scope of work was approved prior to July 1, 2011.
Identify the project: _____

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

Form CS-2N STREET CLASSIFICATION – *NEIGHBORHOOD STREET*

Any street not listed above.

Street Name: Latham Court

The following features should be considered on Burlington's Neighborhood Streets

Sidewalks

- ☐ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☐ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☐ 5' clear zone

NOTES: no sidewalks

Tree Belt

- ☐ 5' minimum
- ☐ 2'minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES: no tree belt

Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no transit shelters

Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

MUNCIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

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

Road: Latham Court

Project Description: **Cal Yr 2019 paving program**

Compliance – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

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

Exemption – If applicable, select one.

- ☐ The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☑ The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- ☐ Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

There is not enough room within the right of way to install a sidewalk on either side of Lathan Ct.

Completed:

Ashley Toof	**Public Works Engineer**	**10/10/2018**
Name	Position	Date

COMPLETE STREETS PROJECT REPORTING FORM *Form CS-1*

A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.

Project Name Maple Street

Project Manager and Department Ashley Toof, DPW

Date 10/10/2018 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2019 Street Paving FY19-20\1 -DESIGN\Complete Streets

---

Complete Streets principles WERE considered.

☒ *Form CS-2 attached*

Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.
Identify the limited access roadway: _____

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.
☐ *Form CS-3 attached*

☐ The project scope of work was approved prior to July 1, 2011.
Identify the project: _____

The following activities are outside the scope of a transportation project and are not reported: Pothole patching / roadway preventative maintenance, shim paving, traffic signal upgrades to LED bulbs, sidewalk repair, catchbasin repair or installation, street sweeping or plowing, roadside mowing or trimming, sign replacement or installation, electrical upgrades, and emergency repairs.

This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

Form CS-2N STREET CLASSIFICATION – *NEIGHBORHOOD STREET*

Any street not listed above.

Street Name: Maple Street

The following features should be considered on Burlington's Neighborhood Streets

Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

Tree Belt

- ☒ 5' minimum
- ☒ 2'minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no transit shelters

Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

MUNCIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

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

Road: Maple Street

Project Description: **Cal Yr 2019 paving program**

Compliance – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

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

Exemption – If applicable, select one.

- [ ] The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- [ ] The cost of incorporating complete streets principles is disproportionate to the need or probably use.
- [ ] Incorporating complete streets principles is outside the scope of the subject project due to its very nature.

If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Ashley Toof	**Public Works Engineer**	**10/10/2018**
Name	Position	Date

COMPLETE STREETS PROJECT REPORTING FORM *Form CS-1*

A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.

Project Name Perrotta Place

Project Manager and Department Ashley Toof, DPW

Date 10/10/2018 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2019 Street Paving FY19-20\1 -DESIGN\Complete Streets

---

Complete Streets principles WERE considered.

☒ *Form CS-2 attached*

Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.
Identify the limited access roadway: _____

☐ The cost of incorporating Complete Streets principles is disproportionate to the need or probable use of the facility.
☐ *Form CS-3 attached*

☐ The project scope of work was approved prior to July 1, 2011.
Identify the project: _____

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This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

Form CS-2N STREET CLASSIFICATION – *NEIGHBORHOOD STREET*

Any street not listed above.

Street Name: Perrotta Place

The following features should be considered on Burlington's Neighborhood Streets

Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

Tree Belt

- ☐ 5' minimum
- ☒ 2'minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no transit shelters

Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

MUNCIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

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

Road: Perrotta Place

Project Description: **Cal Yr 2019 paving program**

Compliance – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

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

Exemption – If applicable, select one.

- [ ] The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
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If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Ashley Toof	**Public Works Engineer**	**10/10/18**
Name	Position	Date

COMPLETE STREETS PROJECT REPORTING FORM *Form CS-1*

A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.

Project Name Pine St

Project Manager and Department Ashley Toof, DPW

Date 10/10/2018 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2019 Street Paving FY19-20\1 -DESIGN\Complete Streets

---

Complete Streets principles WERE considered.

☒ *Form CS-2 attached*

Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.
Identify the limited access roadway: _____

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☐ *Form CS-3 attached*

☐ The project scope of work was approved prior to July 1, 2011.
Identify the project: _____

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This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

Form CS-2N STREET CLASSIFICATION – *NEIGHBORHOOD STREET*

Any street not listed above.

Street Name: Pine St

The following features should be considered on Burlington's Neighborhood Streets

Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

Tree Belt

- ☒ 5' minimum
- ☒ 2'minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no transit shelters

Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no parking next to bike lanes

Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

Traffic Calming should be included on all streets with existing traffic calming features or on streets with an assessed need for traffic calming

- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
- ☐ neighborhood traffic circles / intersection island, calming two streets at once
- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

MUNCIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

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

Road: Pine Street

Project Description: **Cal Yr 2019 paving program**

Compliance – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

- [x] Sidewalks: installation, repair, ramps, railing, etc.
- [x] Crosswalks: installation, repair, markings, etc.
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- [x] Signals: pedestrian features.
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- [x] Pavement Improvements: replacement, repair, etc.
- [ ] Shoulder Improvements: widen with new pavement.
- [x] Bike/Shared Use: paths, lanes, etc.
- [x] Public Transit: bus stops, bus pullouts, kiosks, etc.
- [ ] Other (please describe):

Exemption – If applicable, select one.

- [ ] The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- [ ] The cost of incorporating complete streets principles is disproportionate to the need or probably use.
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If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Ashley Toof	**Public Works Engineer**	**10/10/2018**
Name	Position	Date

COMPLETE STREETS PROJECT REPORTING FORM *Form CS-1*

A transportation project may be considered as involving full depth construction, extensive earthwork, impacts to adjacent resources, involvement of multiples departments / agencies / divisions, and/or having a project budget approved by a governing body.

Project Name South Prospect Street (Pearl – Main)

Project Manager and Department Ashley Toof, DPW

Date 10/10/2018 File path L:\STREETS AND SIDEWALKS\2-Street Reconstruction Program – Paving\CALYR 2019 Street Paving FY19-20\1 -DESIGN\Complete Streets

---

Complete Streets principles WERE considered.

☒ *Form CS-2 attached*

Complete Streets principles WERE NOT considered. This project is exempt because: (Check ONE)

☐ Use of the facility by pedestrians, bicyclists, or other users is prohibited by law.
Identify the limited access roadway: _____

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☐ *Form CS-3 attached*

☐ The project scope of work was approved prior to July 1, 2011.
Identify the project: _____

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This form was distributed:

Click here to enter a date. Clerk / Treasurer's Office, Attn: Lori Olberg
Click here to enter a date. Agency of Transportation, Attn: Chris Cole

Form CS-2N STREET CLASSIFICATION – *NEIGHBORHOOD STREET*

Any street not listed above.

Street Name: South Prospect Street (Pearl – Main)

The following features should be considered on Burlington's Neighborhood Streets

Sidewalks

- ☒ both sides of the street, or at least one side of the street on *Neighborhood Streets*
- ☒ 5' minimum in residential areas
- ☐ > 5' in neighborhood centers and high density residential
- ☐ 8' – 10' on Slow Streets
- ☒ 5' clear zone

NOTES:

Tree Belt

- ☒ 5' minimum
- ☒ 2'minimum for snow storage
- ☐ structural soil in neighborhood centers, high density residential

NOTES:

Street Trees

- ☐ hardscape or tree grates for passenger loading/unloading

NOTES: N/A

Transit Shelters (at stops with high ridership)

- ☐ outside of 5' clear zone
- ☐ benches
- ☐ lighting
- ☐ street trees
- ☐ pedestrian-scale signs

NOTES: no transit shelters

Parking:

- ☐ back-in angled or parallel if next to bike lanes

NOTES: no bike lane

Transit Stops

- ☐ placed in front of crosswalks
- ☐ 100' – 140' curbside for streets with higher lower volume
- ☐ bus bulbs (6' x 35') for streets with higher traffic volume, high transit ridership, crowded sidewalks and/or inadequate space for transit stop amenities
- ☐ 100' – 140' bus turnouts for transit stops with longer dwell times

NOTES: no stops

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- ☐ speed tables and raised crosswalks at mid-block locations
- ☐ raised intersections, calming two streets at once
- ☐ colored / textured pavement for prominent pedestrian zones
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- ☐ chicanes
- ☐ pedestrian refuges or center islands, for refuge or gateway treatment
- ☐ curb extensions or chokers, at intersections or mid-block

NOTES: no traffic calming requests

MUNCIPAL COMPLETE STREETS COMPLIANCE FORM

TO: Project File

FROM:

DATE:

SUBJECT: Complete Streets Compliance Form

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

Road: South Prospect Street (Pearl – Main)

Project Description: **Cal Yr 2019 paving program**

Compliance – If applicable, select all Complete Streets principles and practices that have been incorporated into the project.

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- [x] Crosswalks: installation, repair, markings, etc.
- [x] Lighting: street or pedestrian scale.
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If any of the boxes under "Exemption" are checked please provide a short justification below:

Completed:

Ashley Toof	**Public Works Engineer**	**10/10/18**
Name	Position	Date

October 10, 2018

TO: Public Works Commission
FROM: Nicole Losch, PTP, Senior Planner
CC: Phillip Peterson, Associate Engineer
SUBJECT: Consent Agenda Item: Pearl Street No Parking, No Right Turn on Red, and Pearl Street Trial Update

Recommendation

Staff recommends the Commission adopt:

1. No Parking west of the driveway between 8 Pearl Street and 10 Pearl Street.
2. No Right Turn on Red on Pearl Street at Battery Street.

Purpose & Need

The purpose of No Parking in this space is to improve intersection movements for westbound traffic on Pearl Street approaching Battery Street. The need for No Parking has been established by DPW staff as the preferred alternative to removing the right turn lane at this intersection.

The purpose for No Right Turn on Red on Pearl Street at Battery Street is to ensure compliance with national standards for design of bike boxes. The need is to ensure safe and predictable left turns, right turns, and through movements by bicyclists at this T-intersection.

Project Checklist

No Right Turn on Red	N/A	Yes	No	Describe
Aligns with MUTCD standards and/or established City Policy?		X		NACTO Urban Bikeway Design, Bike Boxes
Aligns with City plans?	X			
Followed Public Engagement Plan?	X			This does not require public engagement.

No Parking	N/A	Yes	No	Describe
Aligns with MUTCD standards and/or established City Policy?	X			

Aligns with City plans?		X		The need for No Parking has been established by DPW staff as the preferred alternative to removing the right turn lane at this intersection.
Followed Public Engagement Plan?		X		This project falls under Involve on the Spectrum of Engagement.

Public Feedback

Flyers regarding the No Parking recommendation between 8 and 10 Pearl Street were distributed to adjacent properties the week of October 1, 2018. This resulted in two responses. One person wished to keep the parking space in place, since it is close to shops and Battery Park and they feel that traffic is flowing fine around it. The other respondent feels that the parking space is potentially dangerous with the existing layout and wishes to see it removed.

Background

In 2015 a planning study was completed to identify short-term transportation improvements for the downtown sections of Pearl Street. The following year, the Public Works Commission approved the regulatory changes necessary to implement the recommended changes between Battery Street and St. Paul Street. This included parking removal from the south side of Pearl Street between North Champlain Street and Pine Street, and parking addition to the north side of Pearl Street between North Champlain Street and Battery Street.

The Transportation Capital Program was funded to advance this and other work in FY18. Before beginning any changes on Pearl Street, VHB was hired to complete an intersection analysis for comparison with the 2015 analysis from the planning study. They also provided a design alternative related to increased intersection capacity and lane alignments at both Battery Street and North Champlain Street. Both the 2015 and 2018 analysis acknowledged the intersection of Pearl Street / North Champlain Street operated at Level of Service (LOS) A with a left turn lane onto North Champlain, and without this left turn lane they predicted the intersection would operate at LOS A or B (maximum delay of 15 seconds). Given evening peak hour travel from downtown to the New North End via Battery to North Champlain Street, queue length to Battery Street remained a concern by staff. As a result, the reconfiguration of Pearl Street between Battery Street and North Champlain Street was installed as a short-term trial.

The goal of the trial was to test the Commission-approved recommendations from the 2015 Pearl Street Study for a 2-lane configuration on the westernmost block of Pearl Street. The trial would allow staff to evaluate queue lengths and turning movements and verify if the traffic modeling is accurate.

Observations and Feedback

Public comments during the trial resulted in 20 phone calls and emails. Of those, 5 were supportive of the change (4 bicyclists and 1 pedestrian / bicyclist), 5 were generally supportive but felt the right turn / bike lane / parking area at Battery Street was difficult (both drivers and bicyclists), and 3 were opposed. Of those opposed to the changes, one person is concerned with the lane shifts westbound and visibility before North Champlain Street; the remaining 3 opposed are residents with driveways on the north side who are experiencing reduced visibility when exiting their driveways

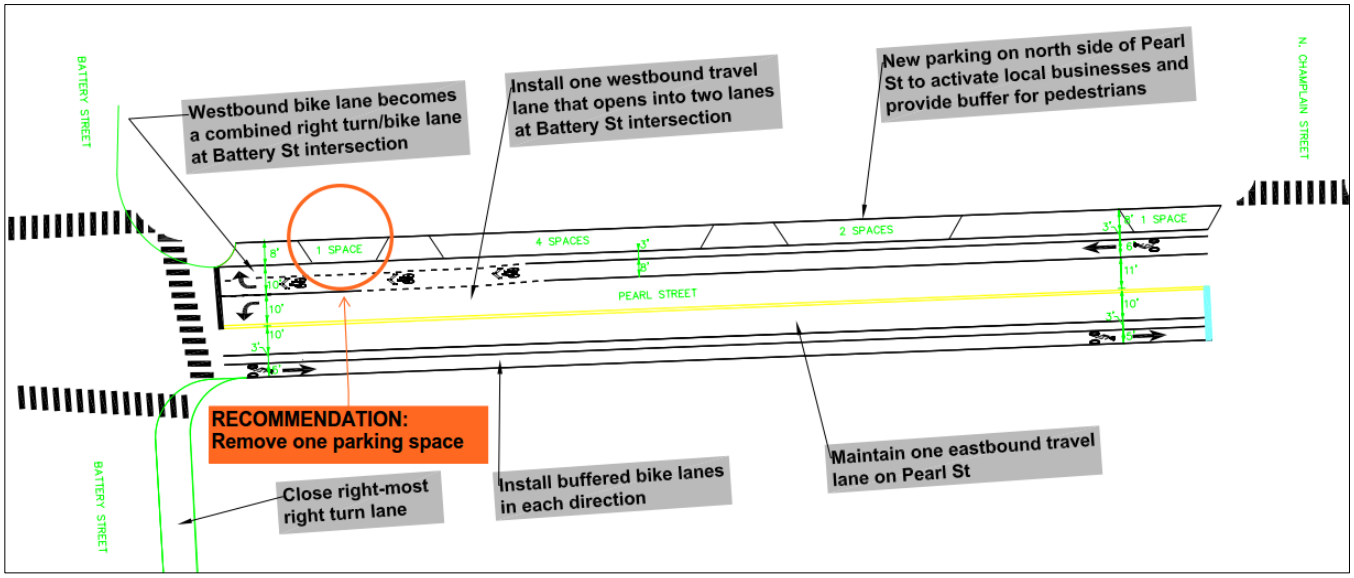
In addition to community feedback, staff also solicited feedback from the Burlington Fire Department (BFD). Chief Locke requested at least one, if not two, parking spaces approaching Battery Street be removed since they create issues for those turning right from Pearl Street. Deputy Chief Aaron Collette also requested adjustments to the southeast corner to accommodate their large vehicles turning radius without encroachment into the westbound left lane on Pearl Street. The latter issue is being addressed with the final markings and barrier placement scheduled for late October.

Evening peak hour traffic counts and observations were completed by the Chittenden County Regional Planning Commission (CCRPC). They found that traffic queues did approach Battery Street on 10 occasions over two days, with 4 of those related to pedestrian-activated signal actuation to cross Pearl Street at North Champlain. In all occasions, traffic did not become a standstill but behaved as a rolling queue that cleared quickly and did not impact Battery Street traffic.

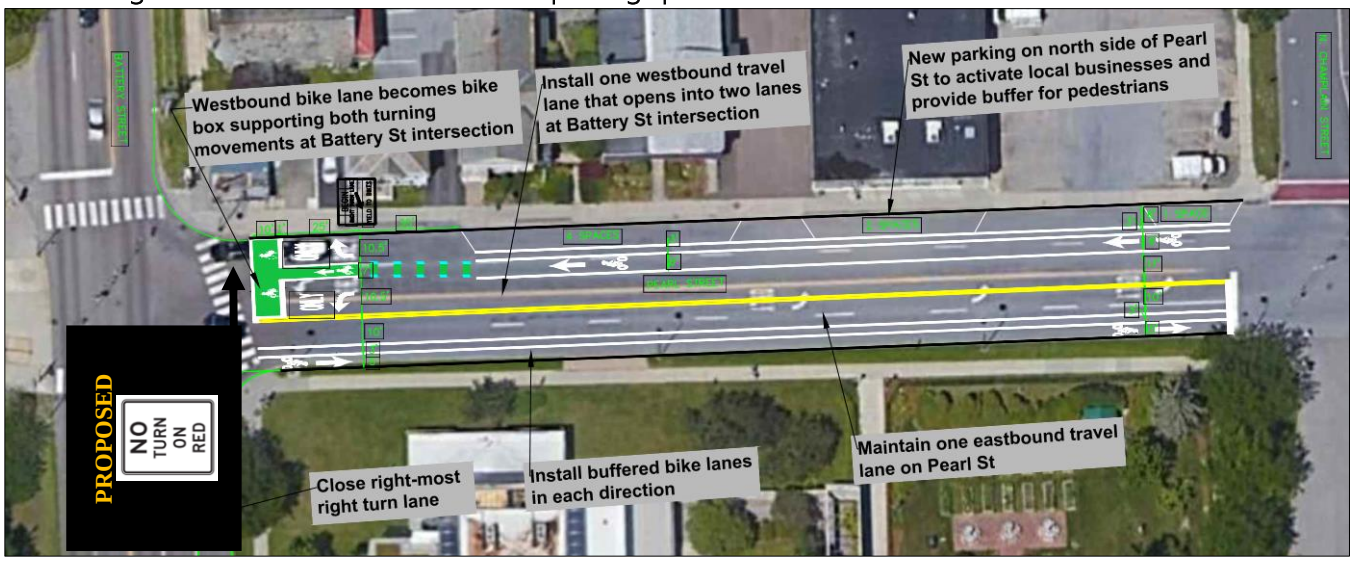
Conclusion

Based on public feedback, BFD feedback, CCRPC data, and observations, parking should be set back from the Battery Street intersection. Westbound lane alignment should clarify right-turn position for drivers and should provide a predictable place for bicyclists to make left turns, right turns, or through movements into the Battery Park path network from this T-intersection. As a result, No Right Turn on Red should also be established.

While visibility impacts are real for those exiting driveways on the north side, this is not unlike most constrained, flat streets with on-street parking adjacent to driveways. The new configuration is a significant change for those who have not been used to having parked cars on-street, but with time we are confident that drivers will adjust their behaviors to see traffic approaching on Pearl Street.



New Configuration without the westernmost parking space:



Feedback Received by 10/10/18

Burlington Fire Department

From: Steven Locke
Sent: Tuesday, September 25, 2018 2:25 PM
To: Barry Simays; Elizabeth Gohringer; Smith, Lacey-Ann
Cc: Aaron Collette; Peter Brown
Subject:RE: Pearl St Reconfiguration Feedback

While I have not heard any feedback, I believe at least one if not two of the parking spaces on Pearl before Battery need to be removed; it creates a real issue for those turning right off Pearl.

Steven A. Locke, CFO, EFO
Chief Engineer
Burlington Fire Department

Public Feedback

Sent: Wednesday, October 10, 2018 12:12 AM
To: DPW-Pine Customer Service <dpw-pinecustomerservice@burlingtonvt.gov>
Subject: Form submission from: Contact Us [Public Works Department]
Received from: Sharon McCarthy
Subject: Pearl Street reconfiguration

Message: Please KEEP THE PARKING SPACE in front of 8 Pearl Street. Parking on this end of Pearl is absolutely needed. The traffic flow is working out....people were not used to it in the beginning, most of the day the traffic flows fine, and they can merge to turn right after they pass 8 Pearl. Union Street has the same configuration and people get used to it. We need the parking spaces for the residents, the shops and the park, it has proven to be very helpful down this end of Pearl Street.

From: Jason Brown
Sent: Friday, October 05, 2018 7:11 PM
To: dpwplanning
Subject: parking spot between 8 and 10 pearl St.

Hello,

In regards to the removal on the new parking spot between 8 and 10 pearl St. I fully agree with the argument for its removal. In my opinion the marginal utility of one additional spot is not worth the potential danger that I believe this layout causes. When attempting to make a right hand turn off Pearl St. it is difficult to navigate crossing past a driveway, next to a parking space and through a bike lane into a very small turning lane. Other than that I love all the other changes that have been made on Pearl St. - Its nice to see more bike lanes popping up.

Thanks for taking feedback, Jason

October 10, 2018

TO: Public Works Commission
FROM: Nicole Losch, PTP, Senior Planner
CC: Phillip Peterson, Associate Engineer
SUBJECT: Consent Agenda Item: North Union Street / Hickok Place No Parking

Recommendation

Staff recommends the Commission adopt:
No Parking in the first space north of the driveway to 29-31 North Union Street.

Purpose & Need

The purpose of No Parking in this space is to ensure the health of the city's greenbelts and the protection of both turning and parked vehicles at this location. The need for No Parking was identified by DPW street maintenance staff who described damage to the curb, greenbelt, and vehicles as eastbound drivers of large vehicles attempt to turn from Hickok Place onto North Union Street.

Project Checklist

	N/A	Yes	No	Describe
Aligns with MUTCD standards and/or established City Policy?	X			
Aligns with City plans?	X			
Followed Public Engagement Plan?		X		This project falls under Involve on the Spectrum of Engagement.

Public Feedback

Flyers were distributed to adjacent properties the week of October 1, 2018. This resulted in 1 email response from a local resident who is opposed to the removal of the parking space. He is concerned about the lack of parking in the area.

Observations

Street maintenance supervisors have identified long-standing street maintenance challenges presented by parking at the T-intersection of Hickok Place and N Union Street. At this intersection, large vehicles are unable

to turn right without driving over the curb at the northeast corner. This pattern can be viewed in both winter and summer months:

WINTER:

SUMMER:

Conclusion

While this parking space is commonly utilized, it is having negative consequences. To protect street maintenance drivers from damaging parked cars (especially in winter months), to protect parked cars from unnecessary damage, and to protect the curb and greenbelt from damage and erosion, the single parking space immediately north of this intersection should be restricted as No Parking.

<u>Feedback Received by 10/10/18</u>

From: Gerard Williams
Sent: Monday, October 08, 2018 3:04 PM
To: dpwplanning
Subject: Removal of Parking Space at 29-31 North Union St

Please, please, please do not remove this parking space. I live at 39 North Union st, and it is already EXTREMELY difficult to park in this area!!

Thanks!

Sincerely,

Gerard Williams

October 10, 2018

TO: Public Works Commission
FROM: Knowles Spofford, Technical Services Intern
CC: Nicole Losch, Senior Planner
SUBJECT: Consent Agenda Item: No Right Turn on Red at Howard Street / St. Paul Street / South Winooski Avenue

Recommendation

Staff recommends the Commission adopt:
Prohibition of turns on red signal at all times at the Howard Street, St Paul Street, and South Winooski Avenue intersection. Four sign locations are recommended:

- Howard Street Eastbound
- Howard Street Westbound
- South Winooski Avenue Southbound
- St. Paul Street Southbound

Purpose & Need

The purpose is to improve safety at the Howard Street / St. Paul Street / South Winooski Avenue intersection. The need is presented by the unclear rules of the intersection.

Project Checklist

	N/A	Yes	No	Describe
Aligns with MUTCD standards and/or established City Policy?		X		Reference MUTCD Section 2B.54 No Turn on Red Signs
Aligns with City plans?	X			
Followed Public Engagement Plan?	X			This prohibition does not require engagement through the Public Engagement Plan.

Observations and Summary

There is a need at the Howard Street, St Paul Street, and South Winooski Avenue intersection for "No Right Turn on Red" signs at four locations (seen in Figure 1 below). Along Howard Street westbound, right turns on red cross traffic from South Winooski Avenue, causing a potentially dangerous situation. Eastbound right

turns on red on Howard Street negatively affect pedestrian comfort, as drivers making this turn have to block the crosswalk to see if they can turn. A southbound right turn on red on South Winooski Avenue could conflict with southbound St Paul Street traffic, as the turn is very tight. Finally, along the southbound direction of St Paul Street, a right turning vehicle on red must move out far into the intersection in order to make the turn, conflicting with other traffic moving through the intersection.

In some situations, "No Right Turn on Red" may cause substantial intersection delays. However, the narrow geometry at this intersection already limits the number of potential right turns on red. As a result, additional delays are anticipated to be very minimal and "No Right Turn on Red" should be established. This recommendation is consistent with the 2018 Winooski-Howard-St. Paul Intersection Scoping Study.

Attachments:

Fig 1: Howard Street, St Paul Street, and South Winooski Avenue Intersection Site Map

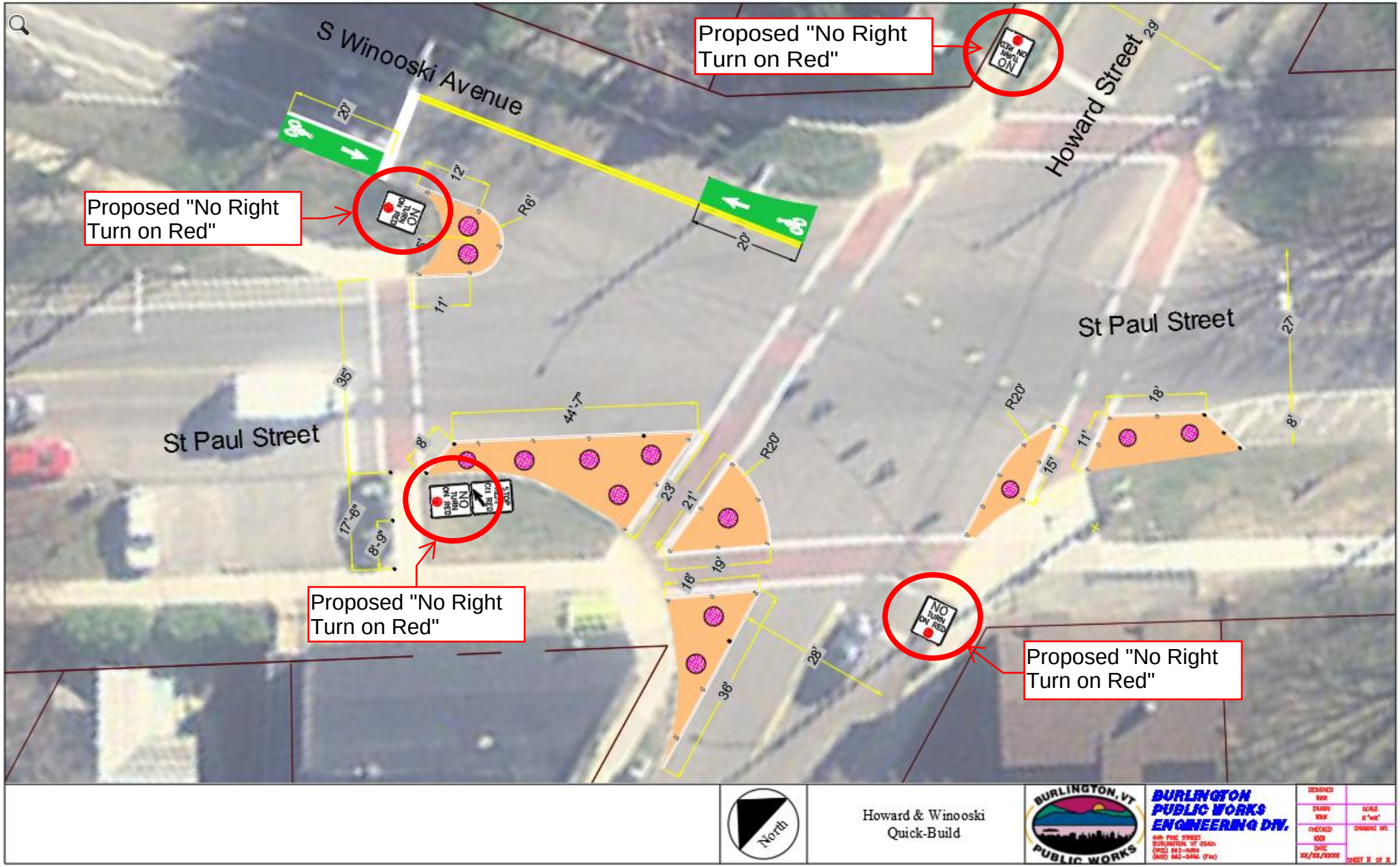


Fig 1: Howard Street, St Paul Street, and South Winooski Avenue Intersection

PARKING AGREEMENT
City of Burlington

This parking agreement ("Agreement") is entered into by the City of Burlington ("City"), by and through its Department of Public Works ("DPW"), and the Champlain Housing Trust ("CHT"). The Champlain Housing Trust and the City agree to the terms of this Agreement.

1. RECITALS

A. Authority. Authority to enter into this Agreement exists in the City Charter. Required approvals, clearance, and coordination have been accomplished from and within each Party.

B. Consideration. The Parties acknowledge that the mutual promises and covenants contained herein and other good and valuable consideration are sufficient and adequate to support this Contract.

C. Purpose. The CHT seeks to purchase 20 parking licenses at 194 St. Paul Street facility managed by the City.

2. EFFECTIVE DATE AND TERM

A. Effective Date. This Agreement shall not be valid or enforceable until the Effective Date. The City shall not be bound by any provision of this Agreement before the Effective Date and shall have no obligation for any performance prior to the Effective Date or after the expiration or termination of this Agreement.

B. Term. This Agreement and the Parties respective performance shall commence on the Effective Date and expire on November 1, 2019.

C. Termination. Either Party may terminate this Agreement for any reason upon giving 30 days written notice to the other Party.

3. DEFINITION

A. "Effective Date" means either November 1, 2018, or the date on which this Agreement is approved and signed by the City, as shown on the signature page of this Agreement, whichever date is later.

B. "Party" means the City or the CHT and "Parties" means both the City and the CHT.

4. GRANT OF LICENSE

A. Use of Facilities. The City shall provide the CHT with up to 20 parking licenses to be used by CHT at the 194 St. Paul Street location for the term of this Agreement as set forth in **§2.B**.

B. Timing Restrictions. The parking licenses granted under this Agreement shall only be valid 7:00 am – 5:30 pm Monday through Friday of each week. No overnight parking is permitted as part of this Agreement.

C. User Restrictions. Only currently registered vehicles that are legally allowed to be operated on public streets and right of ways may be issued a parking license and utilize the parking garage privileges granted in this Agreement.

D. Identification of License. All persons possessing parking licenses granted under this Agreement must display the appropriate means of identification that are issued to authorized permit holders to utilize the parking privileges granted herein. Such identification may include a card, decal, hangtag, entry on a license plate registry, or other means.

5. PAYMENT

A. License Fee. The CHT shall pay the City $80 per month for each parking license granted under this Agreement.

B. Billing. The billable term of each issued license shall begin on the day the license is issued to the State.

6. PARKING CONDITIONS

A. Use of Parking Facilities. The monthly parking licenses issue under this Agreement authorizes designated CHT employees to self-park and lock one vehicle in an available (i.e. not being used) parking space located within the 194 St. Paul Street facility. If all City-owned parking facilities are at capacity, the City and the CHT shall work together to develop a plan for parking in City-owned surface lots until capacity at a parking garage becomes available. Notwithstanding the foregoing, the City does not guarantee the availability of parking spaces under this Agreement and if all City-owned parking facilities are at capacity, license holders shall either wait their turn to gain entrance or find alternative parking at their own cost.

B. Management of Parking Facilities. The City reserves the right to manage parking in its facilities in the best interests of the City. The CHT acknowledges and agrees that management of City facilities may require the holders of the parking licenses granted under this Agreement to use another parking facility or be relocated if necessary.

C. Removal. The City may remove any vehicle granted parking privileges under this Agreement at the owner's sole expense if reasonable efforts were made by the City to notify the owner about the need to remove the vehicle from the premises within a reasonable time. The determination as to removal of a vehicle is at the sole discretion of the CHT and includes, but is not limited to, leaking of chemicals, oil, gas, or antifreeze from a vehicle. Notwithstanding the foregoing, in the event of a threat of imminent danger to life or property as determined by the City, a vehicle may be removed at the owner's sole expense without notification of the owner. The CHT is solely responsible for all losses, damages, claims, liabilities, judgments, costs, and expenses arising directly or indirectly during the term of this Agreement out of any act, omission, or negligence of the State or its license holders.

D. Acceptance of Risk. Parking is at the CHT and its designated license holder's sole risk. The City shall not guard, assume care, custody, or control of any vehicle or its contents. The City shall not be responsible for any loss or damage caused to vehicles or their contents utilizing the City's parking facilities including fire, theft, damage, or loss directly resulting from the willful misconduct or negligence of the City. No bailment is created under this Agreement.

E. Reporting. The CHT shall require that as a condition of issuing a parking license granted herein, the license holder shall report any damage to the parking facility caused by the license holder's vehicle. Such damage includes, but is not limited to, the leaking of any chemicals, oil, gas, or antifreeze.

F. Leaks. If a vehicle is discovered to be leaking any chemical, oil, gas, or antifreeze, the City shall temporarily suspend the parking license privileges of the license holder until the license holder provides DPW with written proof that necessary repairs were made to prevent further leakage. Any suspension issued under this **§6.F** shall not suspend the license holder's obligation to pay the license fee set forth in **§5.A**. Any vehicle whose license to park is suspended may be removed at the owner's expense if the vehicle is found in a garage while the license is suspended.

G. Limitation on Use. The parking licenses granted herein are for the exclusive use of the assigned license holder. Parking licenses shall not be loaned, altered, transferred or sold. The CHT agrees that misuse of a license shall be deemed as theft of services and the licensee shall be locked out and parking privileges in the garages rescinded.

H. Compliance. The CHT shall inform its license holders that compliance with instructions for the use of licenses is a condition of its use. If a license holder fails to properly comply with use instructions the maximum daily fee will be assessed.

I. Insurance. The CHT shall ensure that all license holders possess minimum levels of automobile insurance as required by law.

7. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement and understanding of the Parties with respect to the subject matter of this Agreement. All prior representations and understandings of the Parties, oral or written, are merged into this Agreement. Prior or contemporaneous additions, deletions, or other changes to this Agreement shall not have any force or effect whatsoever, unless embodied herein.

8. MODIFICATION

Except as otherwise provided by this Agreement, any modification to this Agreement shall only be effective if agreed to in a formal amendment to this Agreement, properly executed and approved by the Parties.

9. THIRD PARTY BENEFICIARIES

This Agreement does not and is not intended to confer any rights or remedies upon any person or entity other than the Parties. Enforcement of this Agreement and all rights and obligations hereunder are reserved solely for the Parties. Any services or benefits which third parties receive as a result of this Agreement are incidental to the Agreement and do not create any right for such third parties.

10. WAIVER

A Party's failure or delay in exercising any right, power, or privilege under this Agreement, whether explicit or by lack of enforcement, shall not operate as a waiver, nor shall any single or partial exercise of any right, power, or privilege preclude any other or further exercise of such right, power, or privilege.

11. CHOICE OF LAW

Vermont law shall be applied in the interpretation, execution, and enforcement of this Agreement. Any provision included or incorporated herein by reference which conflicts with Vermont law shall be null and void. Any provision rendered null and void by operation of this provision shall not invalidate the remainder of this Agreement, to the extent capable of execution.

12. JURISDICTION

All suits or actions related to this Agreement shall be filed and proceedings held in the State of Vermont.

13. ASSIGNMENT

The CHT's rights and obligations under this Agreement are personal and may not be transferred or assigned without the prior written consent of the City. Any attempt at assignment or transfer without such consent shall be void. Any assignment or transfer of the CHT's rights and obligations approved by the City shall be subject to the provisions of this Agreement.

The remainder of this page intentionally left blank

14. SIGNATURE PAGE

Persons signing for the Parties hereby swear and afform that they are authorized to act on behalf of their respective Party and acknowledge that the other Party is relying on their representations to that effect.

The Parties hereto have executed this Parking Agreement

CHAMPLAIN HOUSING TRUST

By: _____
Michael Monte
Chief Operating and Financial Officer
Champlain Housing Trust

Date: _____

CITY OF BURLINGTON
Department of Public Works

By: _____
Chapin Spencer, Director
Department of Public Works

Date: _____

CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS

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

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

MEMORANDUM

To: DPW Commissioners

From: Chapin Spencer, Public Works Director
Megan Moir, Assistant Director – Water Resources
Rich Goodwin, Director Financial Operations, Clerk/Treasurers Office

CC: Thomas Melloni, Bond Counsel

Re: Proposed Bond Resolutions for Water System Revenue Bonds

Date: October 17, 2018

***Requested DPW Commission Action*:** To approve the attached resolution as presented.

Background:

At a special meeting held November 8, 2016, the voters of the City approved up to $8,334,000 of water system revenue bonds for various capital improvements for the City's water system. Pursuant to such authorization, the City Council adopted a Water System Revenue General Bond Resolution dated as of May 1, 2017 (the "General Bond Resolution").

In June 2017, the City issued $3,250,000 of Water System Revenue Bonds (Series 2017) pursuant to a supplemental bond resolution to the General Bond Resolution, and in May 2018, the City issued an additional $2,000,000 of Water System Revenue Bonds (Series 2018). Under the General Bond resolution, the city pledges the net revenues from its water system to the bonds and other obligations issued thereunder.

The Department of Public Works is continuing with capital improvements to the water system. By the end of this construction year, the City will have relined or replaced 6.02 miles of water main with the borrowing to date. Additional water main renewal is proposed for 2.15 miles in 2019 for streets that will be paved in 2019 and 2020. The proposed resolution is to authorize up to $2,000,000 of a third series of water system revenue bonds to be issued under and pursuant to the General Bond Resolution (the "Bonds") to fund this 2019 work.

The resolution authorizes the Chief Administrative Officer, Director of Financial Operations, and the Director of the Public Works Department to approve the final terms and interest rates for the Revenue Bonds. In the event that the aggregate true interest cost would exceed 5.00% per annum, the City's Board of Finance would need to approve the terms of the Revenue Bonds. The Public Works Commission is scheduled to consider a resolution supporting the issuance of the Bonds at its next meeting on October 17, 2018.

The Revenue Bonds are payable from the revenues of the water system and shall not constitute a General Obligation debt of the City.

Timing and Costs:

Commission Chair Archambeau asked us to speak to why we are advancing this item now and what impacts we would anticipate if the Commission chose to delay action on this approval. We are seeking the Commission's approval now for two reasons:

- **Optimal Timing for Bond Markets:** Early fall before the holidays is normally when there is more competition in the bond markets and rates are more competitive.
- **Economy of Scale:** The City's General Fund, the Burlington Electric Department and the Burlington School Department also have bonding needs – some of which are time sensitive. If the Water bonds are packaged with these other financing needs, it will be more efficient for staff and outside counsel and we will very likely obtain more competitive proposals that will reduce the overall borrowing costs for each City entity.

If the Commission decided to delay approval and bond in the Spring of 2019, we estimate that the Water fund would incur additional costs of between $71,000 and $105,000. These costs would be attributable to:

- **Additional Labor Required:** Staff time and legal fees are estimated to be at least $6,000.
- **Changes in Interest Rates:** The bond statistic for present value (PV) of 1 basis point (BPS) change results in added expense of approximately $1,500 to the borrowing. It is not unreasonable that the spreads could go up by 10 BPS, or add costs of $15,000.
- **Deal Size:** The biggest potential savings will be realized the more buyers are at the table. Bundling the Water bonds with the needs of City, BED, and BSD should generate more interest and thus more competition. A 0.2% increase in interest rates due to a smaller borrowing package would add approximately $50,000 in interest over the life of a 20-year loan and approximately $84,000 in interest over the life of a 30-year loan.

Thank you for your consideration. Please do not hesitate to contact any of us with questions.

Non-Discrimination
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 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 865-7145.

CITY OF BURLINGTON, VERMONT

Public Works Commission

RESOLUTION

Be it resolved by the Board of Public Works Commissioners of the City of Burlington, Vermont (the "City") as follows:

Section 1
Authorization

The Board of Public Works Commissioners (the "Board") hereby authorizes the issuance of revenue bonds in a principal amount not to exceed **$2,000,000** to provide for the financing of capital additions and improvements to the waterworks system (the "Water System"), including (i) capital improvements to the City's underground pipe and water distribution system, water mains, services, valves and hydrants, (ii) to fund a debt service reserve fund, and (iii) pay costs of issuance of such revenue bonds. The Board deems the issuance of revenue bonds as hereby authorized to be in the public interest.

At the Special City Meeting of the City, held November 8, 2016, the voters of the City authorized the issuance of Revenue Bonds in one or more series in a combined aggregate amount not to exceed $8,344,000 to finance and carry out such capital improvements to the Water System (collectively, the "Project").

Pursuant to such vote, and the City Charter, and upon the recommendation of the Board, the City adopted a General Bond Resolution dated May 1, 2017 (as amended and supplemented, the "General Bond Resolution").

The City has issued $3,250,000 Water System Revenue Bonds, Series 2017, and $2,000,000 Water System Revenue Bonds, Series 2018, pursuant to the General Bond Resolution. The City has not issued any other revenue bonds under the General Bond Resolution to date.

The Series 2018B Bonds (the "Series 2018B Bonds") are to be issued pursuant to a Supplemental Resolution, as adopted by the City Council. It is estimated that the Series 2018B Bonds will be payable, by serial maturities, sinking fund installments, term bonds or a combination thereof, in the years 2019-2039, both dates being approximate, as may be approved by the City Council.

Section 2
Authorization of Series 2018B Bonds

The Board hereby approves to be issued a Series of Bonds designated "Waterworks System Revenue Bonds, Series 2018B" in the total principal amount not to exceed **$2,000,000**. The Series 2018B Bonds shall be issued for the financing of capital additions and improvements to the waterworks system, including (i) capital improvements to the City's underground pipe and water distribution system, water mains, services, valves and hydrants, (ii) to fund a debt service

reserve fund, and (iii) pay costs of issuance of such revenue bonds. The Series 2018B Bonds shall bear interest at the rates per annum and shall mature on such dates as specified in the Supplemental Resolution adopted by the City Council.

The Board hereby further approves the issuance of the Series 2018B Bonds and the funding of the Renewal and Replacement Fund as determined in connection with the issuance of the Series 2018B Bonds.

Section 3
Certain Findings and Determinations

The Commissioners of the Department of Public Works hereby finds and determines as follows:

(a) The City issued $3,250,000 Water System Revenue Bonds, Series 2017 pursuant to the General Bond Resolution on June 6, 2017. The City issued $2,000,000 Water System Revenue Bonds, Series 2018 pursuant to the General Bond Resolution on May 22, 2018. No other bonds have heretofore been issued under the General Bond Resolution.

(b) There are no outstanding bonds, notes or other evidence of indebtedness payable from and secured by a lien or charge upon the Net Revenues pledged under the Resolution other than (i) the Water System Revenue Bonds, Series 2017, and the Water System Revenue Bonds, Series 2018, and (ii) the prior obligations consisting of a note issued by the City to the Vermont Department of Environmental Conservation Clean Water State Revolving Fund in the original principal amount of $228,006, which is payable from the Net Revenues pledged under the Resolution.

Section 4
Award of Bonds; Official Statement; Further Action

The City's Chief Administrative Officer, the City's Director of Financial Operations, and the Director of Public Works are, and each of them hereby is, authorized either singly or together:

(a) to execute and deliver an underwriting agreement, bond purchase agreement, or contract of purchase negotiated with a financial institution engaged to underwrite, market and sell the Series 2018B Bonds (the "Underwriter") with respect to the Series 2018B Bonds, in such form as the signing officer shall approve;

(b) to prepare, make public, execute and deliver to and authorize distribution by the Underwriter to prospective purchasers and investors of a Preliminary Official Statement with respect to the Series 2018B Bonds;

(c) to prepare, make public, execute and deliver to and authorize distribution by the Underwriter to prospective purchasers and investors of an Official Statement substantially in the form of the Preliminary Official Statement after the same has been completed by the insertion of the interest rate and other data with respect to the Series 2018B Bonds and by making such other

changes or corrections as the signing officer or officers may approve, such officer's or officers' execution to be conclusive evidence of such approval;

(d) to execute and deliver a Continuing Disclosure Undertaking substantially in the form attached to the Official Statement, with such changes or corrections as the signing officer or officers may approve, such officer's or officers' execution to be conclusive evidence of such approval;

(e) execute a Series Certificate evidencing determinations or other actions taken pursuant to the authority granted hereby, and such Certificate shall be conclusive evidence of the action or determination of the Chief Administrative Officer, or Director of Financial Operations of the City and the Director of the Department of Public Works as stated therein, which Series Certificate shall specify the following, which are to be determined in the discretion of the Chief Administrative Officer, or Director of Financial Operations of the City and the Director of the Department of Public Works, subject to the authorization and restrictions contained in this Resolution:

i. To determine the aggregate principal amount of the Series 2018B Bonds, in an amount not to exceed the amount authorized under the section captioned, "Authorization" hereof, and to determine that the proceeds to be derived from the issuance of such Bonds;

ii. To determine the maturities and maturity amounts of each of the Series 2018B Bonds;

iii. To determine which Series 2018B Bonds are to be designated as Serial Bonds and which Series 2018B Bonds are to be designated as Term Bonds, and to determine the sinking fund requirements for any such term Bonds;

iv. To determine the interest rate or rates for the Series 2018B Bonds; provided, however, that if the average true interest cost rate on the Series 2018 Bonds is to exceed 5.00% as determined by the City's Chief Administrative Officer, the issuance and sale of the Series 2018B Bonds shall be subject to the approval of the City's Board of Finance;

v. To determine the redemption provisions of the Series 2018B Bonds in accordance with the provisions of Section 4 and Section 5 hereof,

vi. To determine the dated date of the Series 2018B Bonds;

vii. To determine the date or dates of sale and issuance of the Series 2018B Bonds;

viii. To determine whether the Series 2018B Bonds, or any portion thereof, shall benefit from the issuance of an insurance policy or other form of credit enhancement; provided, however, that in making such determination, Chief Administrative Officer or Director of Financial Operations of the City and the Director of the Department of Public Works shall be entitled to rely upon a certificate or certificates of the Underwriter to the effect that the present value of the premium paid to obtain the such credit enhancement is less than the present value of the interest reasonably expected to be saved as a result of having such enhancement, using the yield on the Series 2018B Bonds (determined with regard

to the premium paid for the such enhancement) as the discount rate for this purpose; and

ix. If a form of credit enhancement supports the payment of the principal of and interest on all or a portion of the Series 2018B Bonds, to accept provisions which are a condition precedent to the issuance of the form of credit enhancement to the extent such provisions are not inconsistent with the Bond Resolution.

(f) to execute such other documents, enter into such covenants and take such other actions as are necessary or advisable to effect the issuance and delivery of the Series 2018B Bonds and the application of the proceeds thereof in accordance with the provisions of this Resolution.

Permit Reform: Conceptual Re-Organization for Feedback
September 30, 2018

Why consider a possible re-organization?

1. Staff work hard within a broken system – and issues sometimes linger unresolved.
2. The public is dissatisfied with the current system…multiple locations, sometimes competing guidance, limited coordination.
3. An independent evaluation recommended a reorganization into a "one-stop shop" with a single point of accountability as a step toward addressing the fractured system.
4. Peer best-practices demonstrate success of combined permitting
5. Any IT upgrade requires decisions about structure to precede software implementation

What principles are driving a possible re-organization?

1. Better customer service
2. Consistency across the permitting process
3. Accountability across the permitting process
4. Increased collaboration and coordination among different Departments involved
5. Resolving issues at lowest level appropriate to benefit applicant
6. Urgency to bring to closure a long-running discussion

Conceptual Re-Organization into a One-Stop Shop

1. Better for applicants – one location for permits, questions, & answers
2. Better for staff – co-location for improved coordination, communication and collaboration
3. Better use of the people we have - City needs the people it has; a One-Stop Shop may actually reduce some administrative burdens and conflicts
4. Structured to resolve internal issues – one Department Head, consistent internal rules, better coordination, and consistent guidance to applicants
5. Support new IT implementation – online capability could help both residents and staff

What would a One-Stop Shop Mean?

1. Merging elements of three Departments: Code, ISD, and Zoning
2. Job descriptions would change little; some reporting lines would change
3. As currently envisioned, new Department would have three Assistant Directors (representing Code, ISD, and Zoning) and one Department Head
4. The One-Stop Shop would be located at Pine Street in order to get this up and running quickly. Over time, will need to evaluate over time if this is the best location.

Where do We Go from Here?

1. Need feedback: What makes sense about this approach and what does not? What practical questions or concerns?
2. Need Council and Planning Commission feedback, as well as feedback from the Council-established Permit Reform Oversight Committee.
3. Would seek Council Resolution and ultimately a Charter Change.

PERMIT REFORM WORK SCHEDULE

The following notional schedule provides a framework for engagement regarding the permit reform effort over the next two-plus months.

Proposed Work Schedule:

Week of September 24:

- Team meetings with Department staff outlining conceptual plan (rationale, principles, details of changes proposed) for feedback
- Engage Planning Commission Chair

Week of October 1:

- Begin revising permit reform conceptual plan based on feedback
- Council Ad-Hoc Permit Reform Committee reviews conceptual plan and provides initial feedback (Wednesday, Oct 3 at 5pm)
- Engage Public Works Commission Chair
- Permit Reform Advisory Committee resumes work and provides feedback on conceptual plan (Thursday, Oct 4 at 12 noon)
- Start weekly meetings with Department Heads and Mayor for ongoing coordination

Week of October 8:

- Follow up meetings with Department staff to hear additional feedback and share any updates regarding conceptual plan

Week of October 15:

- Initial update to DPW Commission (Oct 17)

Week of October 22:

- Share conceptual plan with Planning Commission (Oct 23)
- Revise and circulate to staff internally any updates to the plan based on staff, Council, Commission, or Advisory Committee feedback

Additional Potential Events, Date TBD

- Joint Council-Planning Commission Work Session?
- Joint department staff discussion?
- Additional Ad Hoc Committee Meetings?
- Planning Commission discussion of Resolution?
- City Council Discussion of Resolution?

October 11, 2018

TO: Public Works Commission

FROM: Phillip Peterson, DPW Engineer Technician PMP 10/11/18

CC: Norm Baldwin P.E., City Engineer

RE: Resident Parking Management Plan (RPMP) Recommended Traffic Regulation Amendments Update

The following is a draft of what staff may recommend at the November Commission meeting:

27 No parking except with resident parking permit. No person shall park any vehicle except (1) a vehicle with a valid residential street sticker; (2) a vehicle with a valid transferrable residential hanging tag; (3) a clearly identifiable service or delivery vehicle while conducting a delivery or performing a scheduled or requested service; (4) a clearly identifiable car share vehicle; or (5) a vehicle with a valid state issued special registration plate or placard for an individual with a disability on any street, or portion thereof, designated as "residential parking.":

(f) *Permits.* The Police Department shall issue resident parking permits only to residents of streets, or portions thereof, that are designated "resident parking only" for parking on that street pursuant to section **(h)**.

(1) Residents may apply for up to four permits if their property has one dwelling unit, and up to three permits per unit if the property has more than one dwelling unit. The number of dwelling units at a property is the number of units authorized by the city zoning department. Of the permits issued per dwelling unit, up to two may be in the form of a transferable residential hanging tag and the remaining permits shall be residential street stickers that must be affixed to a permitted vehicle. A resident may also be eligible for a 30-day temporary resident permit in order to secure and produce proof of residency in accordance with subsection (g)subject to compliance with the applicable rules. Permits shall be valid for one year effective the date of issuance.

(2) The costs of a one-year permit per dwelling unit shall be $10 for each permit.

(3) Replacement permits will be available at a cost of $5 per permit if the old permit is returned at the time a replacement permit is issued. Otherwise, the permit holder will be charged $75 for a replacement permit.

(4) A resident may request up to 4 contractor permits valid for 30 day increments for construction purposes. The cost of each permit shall be $10 per 30-day period.

(5) The Police Department may, with 24-hour advance notice, grant a resident an exception to the limitation of spaces for a special activity.

(6) The Police Department may, with 24-hour advance notice, grant a non-resident an exception to the limitation of spaces for a special activity in exchange for payment of an established administrative fee.

(7) A dwelling unit whose resident(s) receive three or more lawn parking violations per year shall automatically lose all residential parking permits (residential hanging tags, residential street stickers) for the remainder of the year.

(g) Parking voucher. One parking voucher per year shall be issued with each residential street sticker or transferrable residential hanging tag which can be returned to Parking Enforcement within that year with a resident parking ticket and the ticket will be voided.

(h) Specific conditions:

(1) *Proof of residency.* In order to receive a residential parking sticker or transferrable residential hanging tag an individual must produce a valid government issued photo identification and proof of residency. Acceptable documents to prove residency on the designated street or section of street are:

a) Valid government issued photo identification with the resident parking street address noted on it.

b) Valid motor vehicle registration identifying the resident or a family member as the registered owner of the vehicle.

c) Current rental or lease agreement identifying the residence (including an apartment number where applicable) and the resident's name.

d) City record indicating ownership or residency such as tax bill, Assessor's records or Code Enforcement records.

e) Copy of a valid bill or bank statement, no more than 2 months old, identifying residence and name of resident. Valid bills include but are not limited to: gas, electric, cable, internet or credit card.

f) Current vehicle insurance policy with the resident parking street address noted on it.

g) Any other similarly valid and current document with the name of the resident and the resident street noted on it.

(2) Upon showing of proof of business occupancy, owners and employees of small businesses on streets with designated "resident parking" only will be considered residents and issued a resident parking permit if sufficient off-street parking or metered long-term parking at the business location is not available. The conditions of the business' zoning permit must be used to determine if a business has sufficient, available off-street parking at its location. The owner or employee(s) will be issued a choice of a residential street sticker or a resident hanging tag. Customers of these small businesses may legally park on the street under the authority of the permit.

(3) *Display of stickers.* Residential street stickers must be affixed to vehicles on the left-hand side of the rear bumper and must be visible without obstruction at all times. In order to be valid the sticker must have the resident street code designation or neighborhood designation and license plate number affixed to it.

(4) *Display of hanging tags.* Transferable residential hanging tags must be hung from the rearview mirror with the side displaying the resident street code designation or neighborhood designation affixed to it visible without obstruction through the front windshield at all times. If a transferable residential hanging tag cannot be hung from the rearview mirror it must be placed on the front dashboard with the side displaying the residential street code designation or neighborhood designation visible without obstruction through the front windshield at all times.

(5) *Fraternities and sororities.* Upon showing proof of residency, residents of fraternities and sororities upon properties separate and distinct from institutions and which abut on resident parking only designated streets will be issued a permit and a residential street sticker for each resident's registered vehicle. Each of these buildings may receive two residential hanging tags. Buildings with more than ten residents may receive one additional residential hanging tag for every four adult residents beyond the first ten residents, not to exceed five additional residential hanging tags in total. The maximum number of residential hanging tags that any one fraternity or sorority may have is seven.

29 No parking except for the use of car share vehicles. Spaces designated as no parking at all times except for the use of car share vehicles only:

(2) On the south side of Locust Street in the third space east of the westernmost access road to Calahan Park.

(3) On the north side of Main Street in the first space east of St. Paul Street.

(4) On the south side of Pearl Street in the first space east of Church Street.

(5) Reserved.

(6) In the Fletcher Free Library parking lot in the northeastern most space.

(7) On the south side of Locust Street, in the space forty (40) feet east of the intersection of Charlotte Street and Locust Street.

(8) Two (2) spaces on the gate controlled lower level of the Marketplace Garage.

Purpose & Need:

The purpose of these recommended traffic regulation amendments is to implement the RPMP. The fundamental principle of Resident Only Parking is to create a balance between the needs of the public versus the need to provide residents reasonable access to their homes.

Project Checklist:

	N/A	Yes	No	Reference
Aligns with MUTCD standards and/or established City Policy?		X		Residential Parking Management Plan (RPMP) Approved by DPW Commission 1/20/16
Aligns with City plans?		X		Residential Parking Management Plan (RPMP) Approved by DPW Commission 1/20/16
Followed Public Engagement Plan?		X		These Traffic Regulation changes are defined as an INVOLVE project in the Public Engagement Plan (PEP).

Summary and Conclusion:

The Department of Public Works (DPW) staff worked with the City Attorney's Office and the Burlington Police Department on developing ordinance language to bring to the Commission for approval. The ordinance language changes are based on recommendations from the RPMP. Some of the key revisions Staff have developed for Resident Parking Permit (RPP) streets deal with the following:

1. What the cost structure will be for eligible residents to purchase a RPP.
2. Define the number of permits RPP eligible residents may apply for.
3. Specify the number of contractor permits a resident may request on an RPP street, and how long those contractor permits are valid for.
4. Define acceptable documents to prove residency on a RPP designated street, section of streets or abutting corner parcel.
5. Create a separate traffic regulation for Car Share vehicles.

Every tax payer in the City of Burlington, whether in a residential parking area or not, contributes to the residential parking program, as they do for all other municipal services - street maintenance, police, fire, etc. While perhaps desirable and transparent to do so, it is difficult to show precisely how every property tax dollar, from every Burlington property, is allocated to each municipal service. This study has not assessed how RPP influences property taxes or how much residents in non-RPP areas contribute to the RPP program. Such an assessment is beyond the scope of this work.

The cost of the Resident Parking Permit Fees was proposed taking into consideration two competing interests.

- To keep the costs of permits affordable to residents
- Without making Resident Parking Permits so affordable that there would be an oversubscription of parking on individual streets.

Secondarily to those two considerations the City needs to seek to recover a portion of the costs needed to support the Residential Parking Program. The City does have costs of administering the residential parking program, which includes additional staff time and enforcement, as well as tangible costs such as parking signage, vehicle decals, forms, envelopes, and postage. Civil Enforcement has indicated their annual costs to support the program are around $120,000 annually. Additionally, Public works Staff resources need to review individual requests and programmatic planning and development.

Public Outreach:

These Traffic Regulation changes are defined as an INVOLVE project in the PEP. For an INVOLVE project, DPW Staff work directly with the public to understand concerns and aspirations as they are considered for the project. Specifically, Staff have presented the RPMP recommendations at the August and September meetings for the

Transportation, Energy, and Utilities Committee (TEUC). DPW Staff will be presenting these recommendations at effected Neighborhood Planning Assemblies (NPA) over the next month. Once input has been gathered from the local NPA's with existing Resident Parking streets, Staff will finalize recommendations, and present them for approval at the November DPW Commission meeting.

NB 10/11/18

Burlington Department of Public Works Commission Meeting
Draft Minutes September 19, 2018
645 Pine Street – Main Conference Room

Commissioners Present: Jim Barr, Justine Sears, Chris Gillman, Brendan Hogan, Bob Alberry by phone.
Commissioners Absent: Tiki Archambeau, Solveig Overby

Item 1 – Call to Order – Welcome – Chair Comments

Commissioner Gillman called the meeting to order at 6:40 p.m.

Item 2 – Agenda

Commissioner Barr makes a motion to approve the agenda
Commissioner Gillman seconds.
Ayes are unanimous

Item 3 – Public Forum

Dave Hartnett spoke about stormwater/wastewater bond proposal, residential parking, greenway projects and the condition of the streets in the New North End.

Caryn Long spoke about the planters and bollards in the area of Loomis Street.

Mr. Mahnke spoke about traffic and pedestrian safety improvements as things are getting worse in Ward 1.

Item 4 – Consent Agenda

A. Birchcliff Parkway
B. Parking Agreement for State of Vermont – 34 spaces Lakeview Garage
C. Parking Agreement 247 Pearl Street – 10 Meter Spaces to Replace Lost Space on Pearl Street.

Commissioner Barr made a motion to accept Consent Agenda
Commissioner Gillman seconded
Ayes are unanimous

Item 6 – Proposed Wastewater & Stormwater Bond

A. Presentation by Director Spencer and Assistant Director Megan Moir. The Board of Finance has recommended that this be placed on the November ballot. Assistant Director Moir gave a verbal presentation of the recommended stormwater and wastewater investments.
B. Commissioner Discussion – Commissioner Sears stated that Chair Archambeau wanted to wait to vote on this issue as he wanted to review the material. Commissioners Hogan and Gillman asked questions about the proposal.
C. There was no public comments
D. Commissioner Gillman moved to recommend the city council approve the resolution which would place this proposed bond on the November 2018 ballot.
E. Seconded by Commissioner Barr

Commissioner Alberry – Aye
Commissioner Barr – Aye
Commissioner Hogan – Aye
Commissioner Gillman – Aye
Vice Chair Sears – Abstains

Item 7 – Mid Season Construction Update

Director Spencer presented on the status of the Department's 2018 reinvestment goals. The Department is on track to achieve the overall production goals for paving, sidewalks, water mains, and curbing set earlier in the year.

Commissioner Discussion: Commissioner Barr is looking forward to the traffic calming in Ward 2. There is a temporary crosswalk at Colchester Avenue and the Chase Mill.

Item 8 – South Union Street Demonstration Project – Director Spencer

Director Spencer stated that residents have requested to host a South Union Street Demonstration Project where they propose to turn one block of Maple Street into a one-way street by Edmunds School and extended the protected bike lane for a one week trial period. Edmunds School administration is supportive. They asked if we could extend this project for as parents, staff and school children feel it is safer travels to and from school and they want more time to experience the changes. Director Spencer notified the Commission that he planned to allow an extension of the demonstration project for one additional week under his pilot authority unless there is concern from the Commission.

Commissioner Discussion: Commissioners Barr and Hogan expressed support for extending this for another week.

Item 9 – October Commissioner Meeting

Director Spencer floated the possibility of a potential date change for the October meeting as we may need Commission action on a Water Bond prior to the October 15 Council meeting to obtain favorable borrowing terms. Director Spencer asked if Commissioners would consider a special meeting, whether the Commission would prefer one or two meetings, and what Commissioners could make a conceptual October 10 date. Many Commissioners expressed a preference for one meeting instead of two, would prefer the regular 10/17 date, but many could make a 10/10 meeting if needed.

Item 10 – Approval of Minutes

Commissioner Barr made a motion to accept. Commissioner Hogan seconded.
Commissioner Barr – Aye
Commissioner Alberry – Aye
Commissioner Hogan – Aye
Commissioner Gillman – Aye

Item 11 – Director's Report

Director Spencer stated that he is recommending including the outstanding Traffic Requests report in the Director's Report reduce the time to develop a separate report. He reported on upcoming potential Residential Permit Parking process changes and potential parking changes on narrow streets.

Commissioner Gillman stated that he would still want a periodic report on outstanding traffic requests. The Commission and Director discussed developing a biannual report to the Commission to supplement the summary in the monthly Director's Report.

Item 12 – Commissioner Communication

Commissioner Hogan asked about See Click Fix and asked if this was a preferred means for feedback from the residence of the city. He asked about what was being done for pedestrian safety while accessing Callahan Park -- specifically getting a crosswalk near Locust Terrace to cross to the park.

Commissioner Sears asked about getting a pedestrian signal at the North Champlain Street and Manhattan Drive intersection as cars travel fast through there and it is sometimes hard to see vehicles coming.

Item 13 – Adjournment

Commissioner Barr motioned for adjournment
Commissioner Hogan seconded
All were in favor.

Meeting adjourned at 8:30 p.m.

CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS

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To: DPW Commissioners
Fr: Chapin Spencer, Director
Re: **Director's Report**
Date: October 11, 2018

TRAFFIC REQUESTS:
To save administrative effort and paper, staff is proposing to include the number of outstanding traffic requests in my Director's Report each month. As of 10/10/18, we had 58 requests in queue.

PROPOSED WASTEWATER & STORMWATER BOND:
Thank you for the multiple opportunities to brief the Commission on the multiple wastewater equipment and process challenges at our plants this season. After the September Commission meeting, the City Council voted on September 24 to put the Clean Water Resiliency Plan's $30M bond on the November ballot. We have put a webpage together that provides a good overview of the Clean Water Resiliency Plan. Please take a look: https://www.burlingtonvt.gov/dpw/cwrp. I will be happy to answer questions during the Director's Report or Commissioner Items at the upcoming meeting.

MAIN WASTEWATER TREATMENT PLANT TOUR – OCT 18:
In advance of the November vote, there will be tour of the City's Main Wastewater Treatment Plant on Thursday, October 18, 2018 from 5-6pm. All are welcome. Bring your questions. The plant is at 53 Lavallee Lane. Go to the bottom of Maple Street and take a right immediately before Perkins Pier.

SOUTH UNION STREET DEMONSTRATION PROJECT:
We provided an update on the citizen-led demonstration project last month. The demonstration is underway and will conclude this weekend. We've learned a lot from this first project and will be debriefing with the project sponsors soon after it is completed.

CONSTRUCTION SEASON UPDATE
We are continuing our progress this season by extending our construction season as late as we can into October and November. We will be beginning an upgrade of the Colchester/Barrett/Riverside intersection's signals in the next week or two. Paving will continue through the end of October. Water main relining will continue into November. We very much appreciate the patience that residents and property owners have shown during this intensive construction period. Information on this season's capital reinvestments can be found on our Construction Portal here: https://www.burlingtonvt.gov/construction.

RESCHEDULE NOVEMBER COMMISSION MEETING?
The regular November meeting this year falls on the day before Thanksgiving, Wednesday November 21. Please look at your availability for either Wednesday November 14 or 28. We hope to finalize our November meeting plan at the October meeting.

Feel free to reach out with any questions prior to Wednesday's Commission meeting. Thank you.