CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS

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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: December 13, 2018
Re: Public Works Commission Agenda

Please find information below regarding the next Commission Meeting.

Date: **December 19, 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 30-Minute Parking on North Winooski Ave. B ST. Paul Street Construction Parking

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 2018 Construction Season Recap

A Presentation, C. Spencer & R. Goulding
B Commissioner Discussion
C Public Comment
D Action Requested –None

6 15 Min Roundabouts in Burlington

A Oral Presentation, N. Losch & L. Wheelock
B Commissioner Discussion
C Public Comment
D Action Requested –None

7 5 Min Approval of Draft Minutes of 11-28-18

8 10 Min Director's Report

9 10 Min Commissioner Communications

10 **Adjournment & Next Meeting Date – January 16, 2019**

City of Burlington
Department of Public Works

Technical Services Engineering Division
645 Pine Street, Suite A
Burlington, VT 05402
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Memo

Date: December 13, 2018

To: Public Works Commission

From: Phillip Peterson, Associate Engineer

CC: Susan Molzon P.E., Senior Public Works Engineer

Subject: 241 North Winooski Avenue Proposed 30-Minute Parking

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Recommendations to the DPW Commission:
11-1 Thirty-minute parking.
No person shall park any vehicle at any time, longer than thirty (30) minutes at the following locations:

- On the west side of North Winooski Avenue in the second and third space south of the driveway at 241 North Winooski Avenue. The restriction is in effect Monday through Friday 7:30 a.m. to 9:30 a.m. and 3:30 p.m. to 5:30 p.m., holidays excepted.

Purpose & Need:
The purpose of the recommended traffic regulation amendment is to provide Burlington Children's Space time limited parking. The time limited parking will promote turnover and allow Burlington Children's Space to conduct drop off and pick up more efficiently. The need is to improve safety for children and families during drop off and pick up in the morning and afternoon by providing the time limited spaces adjacent to Burlington Children's Space.

Project Checklist:

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

Summary and Conclusion:
Staff received a request (see Attachment 1) in January 2018 from Sarah Adams-Kollitz, Director of Burlington Children's Space at 241 North Winooski Avenue, asking that two existing on-street parking spaces adjacent to the building be modified to 30-minute time limited parking. Ms. Adams-Kollitz says the daycare will only need these spaces from 7:30-9:30 am and 3:30-5:30 pm, Monday-Friday. The 30-minute space would provide the daycare a safe place for children and families to conduct morning drop off and afternoon pick up. Staff is recommending the DPW Commission approve the 30-minute parking spaces on the west side of North Winooski Avenue in the second and third space south of the driveway at 241 North Winooski Avenue (see Attachment 2). If approved, the restriction would be in effect Monday through Friday 7:30 a.m. to 9:30 a.m. and 3:30 p.m. to 5:30 p.m., holidays excepted.

Public Engagement:
In preparation for the 12/19/18 DPW Commission Meeting, Staff placed flyers at each property along the block adjacent to 241 North Winooski Avenue. Staff received ten (10) emails, and two (2) phone calls in regards to this matter (see Attachment 3). All of the emails and one of the phone calls support Staffs recommendation, and one phone call was seeking clarification and did not explicitly state an opinion on the proposal.

Attachments:

1. Initial request.
2. Site map.
3. Public correspondence.

ATTACHMENT 1

SEECLICKFIX ID
3993107

PRIORITY
Normal

REQUEST TYPE
Transportation and Parking Improvement Request

ADDRESS
241 North Winooski Ave Burlington, Vermont

ASSIGNEE
DPW Engineering PP

SLA EXPIRES
06/11/2019 - 04:45AM
6 months left

REPORTED
01/02/2018 - 05:45AM

SECONDARY QUESTIONS
What type of infrastructure are you requesting?
parking request

Please enter a contact phone number or email address so that we can follow-up and ask additional questions as part of our Standard Operating Procedure for this category.
sadamskollitz@burlingtonchildrensspace.org

LOCATION

SUMMARY & DESCRIPTION

Transportation and Parking Improvement Request

To improve safety for children and families of Burlington Children's Space, please add two 30 minute drop off only spots (we only need this from 7:30-9:30 and 3:30-5:30 M-F) directly in front of our building.

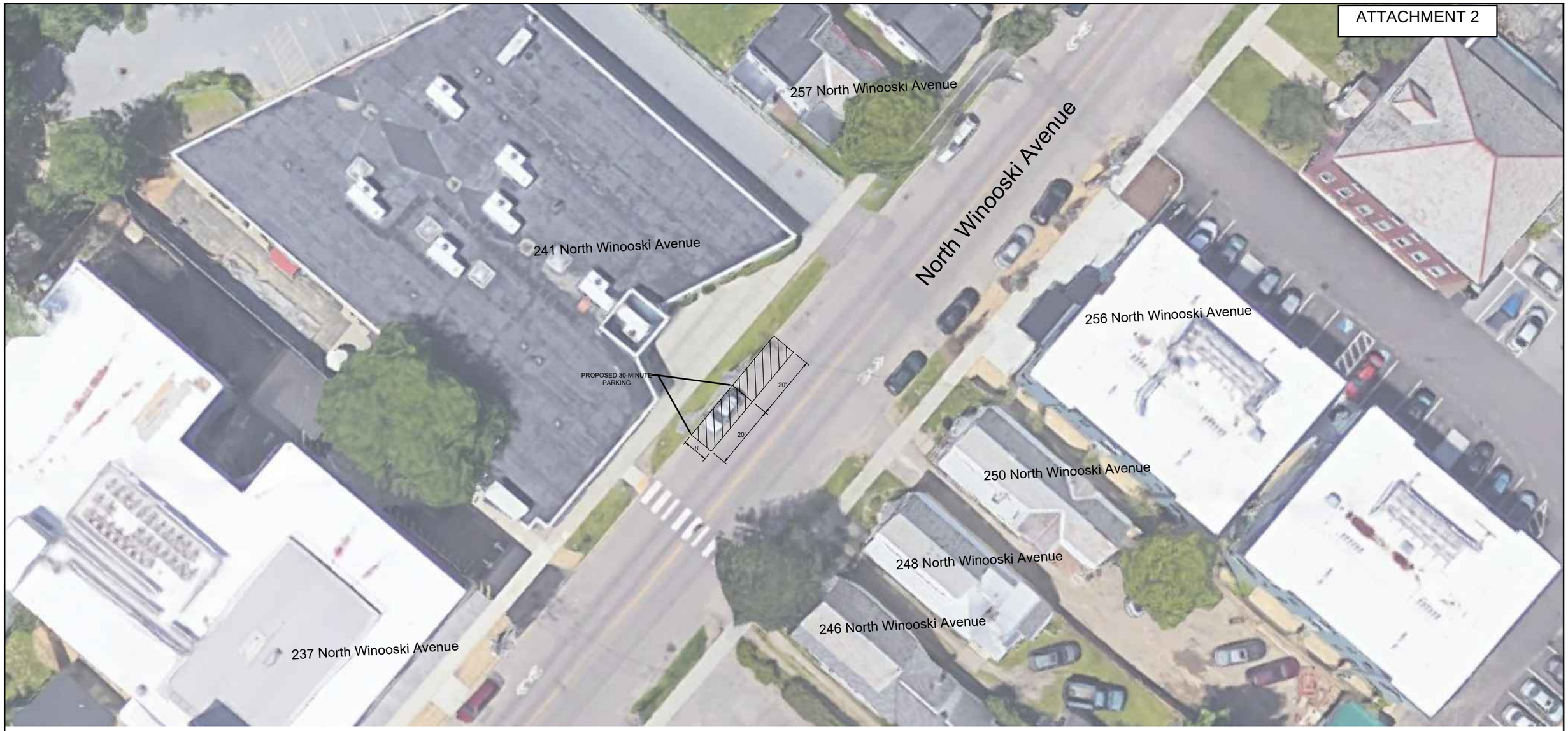
Reported by: DPW Engineering PP 01/02/2018 - 05:45AM

MEDIA
No images available.

TIMESTAMP	INTERNAL	COMMENT	COMMENTER
01/02/2018 05:45AM	Yes	DPW Engineering PP assigned this issue to DPW Engineering PP	DPW Engineering PP
01/02/2018 05:46AM		Thank you for reporting this issue. The Department of Public Works will now begin its investigation into the matter.	DPW Engineering PP
01/02/2018 10:07AM		Another person wants this fixed!	OldVtr
01/02/2018 06:22PM		A watcher was added to this issue.	RJ Lalumiere
01/03/2018 10:26AM		Another person wants this fixed!	ChrisR
12/13/2018 05:44AM	Yes	Thank you for reporting this issue. Staff are investigating this issue and hope to present it to the December DPW Commission meeting for approval. The December DPW Commission meeting is scheduled for Wednesday, December 19, 2018 - 6:30 pm at 645 Pine Street, in the DPW Front Conference Room.	DPW Engineering PP

TIMESTAMP	INTERNAL	COMMENT	COMMENTER
12/13/2018 05:44AM		Thank you for reporting this issue. Staff are investigating this issue and hope to present it to the December DPW Commission meeting for approval. The December DPW Commission meeting is scheduled for Wednesday, December 19, 2018 - 6:30 pm at 645 Pine Street, in the DPW Front Conference Room.	DPW Engineering PP

ATTACHMENT 2



NOTES:

Staff recommends amendment of the following ordinance:

Appendix C: Rules and Regulations of the Traffic Commission

11-1 Thirty-minute parking. No person shall park any vehicle at any time, longer than thirty (30) minutes at the following locations: On the west side of North Winooski Avenue in the second and third space south of the driveway at 241 North Winooski Avenue. The restriction is in effect Monday through Friday 7:30 a.m. to 9:30 a.m. and 3:30 p.m. to 5:30 p.m., holidays excepted.

30' 0 30' 60'

SCALE: 1" = 30'

North

241 NORTH WINOOSKI AVENUE
PROPOSED
30-MINUTE PARKING SPACES

BURLINGTON, VT PUBLIC WORKS

BURLINGTON PUBLIC WORKS ENGINEERING DIV.

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

DESIGNED PMP	SCF NO. 3993107
DRAWN PMP	SCALE 1"=30'
CHECKED SM	DRAWING NO.
DATE 12/13/18	SHEET 1 OF 1

Attachment 3

Public input correspondence emails

Thu 12/13/2018

Hi Phillip Peterson,

My name is Miranda Paquette Sweeney, I am a long time employee and newley a parent at the Burlington Children's Space. I'm writing to you in regards to making two parking spots on North Winooski available for pick up and drop off.
Parking for parents at drop off and pick up can often be a struggle to find. Not only would making two spots for drop off and pick up be greatly appreciated by parents. More importantly I think it would make it far safer for families with young children leaving pulling out onto North Winooski.
When large vehicles park on the edge of the driveway it can be extremely difficult to see around them making it impossible to pull out safely. Making these spots drop off/pick up only would stop large vehicles from parking there long term. Making it safer for those pulling in/out. As well as pedestrians and bikers.

Thank you for time and consideration on the matter,

Miranda

Thu 12/13/2018

Good afternoon
In reference to opening parking spots in front of Burlington Children's Space. I am in full support of this to improve safety and efficiency of traffic flow during the busy drop off and pick up times. The parking lot in the back is unwieldy. I have had two minor bumps into other vehicles and I am always concerned about the visibility of short children crossing behind reversing cars. Parking in front allows parents to unload children directly on to the sidewalk which is much safer and quicker. Having more spaces will also prevent parents parking in spaces where they aren't supposed to for lack of other options and restrictions on how far they can walk with young children or heavy cat seats to carry. People also pull in quickly and sometimes erratically into and out of that driveway and the sidewalk is busy. Being able to pull up safely next to the building also decreases the risk of someone being hit in the building.
Thank you
Charlotte Blend

Thu 12/13/2018

Hello Phillip,

My name is Natasha Sky. We have had several children attend Burlington Children's Space over the past 5 years. We are at BCS twice every week day. Turning out of the parking lot driveway onto North Winooski Avenue is extremely difficult to do safely. It is actually better in the dark because the headlights from both right and left alert you to oncoming traffic. Otherwise, as a driver you have to inch

your car out into traffic because there is no way to see if there are cars coming. Additionally, to turn right you are forced to pull straight out into the far lane to make a right turn because cars (or often an industry-sized tow-truck) are parked right up to the edge of the driveway.

Short-term parking spots in front of BCS would add to the safety for all drivers at that intersection, and enhance the safety for pedestrians crossing the driveway as well.

Sincerely,
Natasha Sky

Thu 12/13/2018

Hi Phillip,

As a parent to a child attending Burlington Children's Space, I would welcome the ability to use one of the two spaces up front for pickup and dropoff. Getting out of the back lot can be a bit scary, especially with little kids running around. And there are times when the lot is full and I have nowhere to park.

Please feel free to follow up if you have any questions or want more information from me!

Thanks so much for your consideration.

Rachel

Thank you for considering making two street parking spaces in front of the preschool designated for pick-ups and drop-offs on week days. This would greatly improve the safety of our young students. I have worked at BCS since 2012 and had my children enrolled there prior to that period; I'm well aware of the visibility hazards for parents pulling into the driveway. The driveway is also used by other organizations with mobility needs, such as SSTA drop offs at the side of the building. Designating those weekday drop off parking spots would greatly ensure the safety of our students.

Thank you,

Rebecca Mack

Thu 12/13/2018

Hi Philip,

We have 2 children attending BCS. We drive them and pick them up on cold days. We walk during summer days. However most of the times we see huge car with a trailer parked next to the driveway as we would like to leave the school. The trailer is too long and it's not safe as I can not see cars coming by and also it creates this huge angle for me to go around.

Please could we create a 15 min drop off parking space there. Please.

Thank you for listening.

Nikola

Thu 12/13/2018

Good morning,

I'm writing in support of the proposed short term parking spaces in front of the Maclure Multigenerational Center. My child attend BCS there, and pulling out of the driveway is a daily hazard. Large vehicles parked long term in front of the building significantly limit visibility. Creating short term spots there would relieve congestion in the parking lot and make pick up and drop off for all parents much safer.

Thank you for your consideration,

Sarah Costa

Thu 12/13/2018

Good morning,

I am writing on behalf of myself and my wife in favor of several dedicated short-term spots for drop-off and pick-up at the school. Not only would this improve efficiency of traffic flow, but it seems this option would provide a safer outlet for parents that are trying to exit the back lot, (which can be dangerous during these times of increased traffic).

It would be a wonderful improvement and I would welcome the ability to utilize the space.

Thank you

Cameron Barden

Thu 12/13/2018

Hello Peter,

My child has been attending Burlington Children's Space for two years and I think having short term parking spots available in front of the building would be very helpful. At times, it can be difficult to pull in and out of the drive way, especially if it is a busy traffic time or if there are large vehicles parked on the side of the driveway, making it hard to see the traffic on North Winooski. Parking in front of the building would make it easier and safer for parents and children who are doing a quick pick up or drop off.

Thanks for your time,

Molly Coffey

Molly Huddle Coffey

Thu 9/6/2018

Hi Phillip, I am just checking in again about the parking in front of the Burlington Children's space at 241 North Winooski avenue. We are still interested in advocating for some short term drop off spots (15 or 30 minutes) in front of the school. We have an open spot to the east of our driveway, but people park right up to the driveway on the west side. This is a visibility issue and many parents have expressed concerns about safety when exiting.

Is there anything we can do to move this along? I've noticed some very nice paint jobs on streets in the ONE lately and I'm hoping we are on the schedule for some upgrades that could also help with this situation.

Sarah

Sarah Adams-Kollitz, Director

Burlington Children's Space

Public input correspondence phone calls

Thu 12/6/2018

Associate Engineer Phillip Peterson received a phone call from Michael Pea, a North Winooski Avenue resident. Mr. Pea is in favor of the proposed 30-minute parking spaces.

Thu 12/13/2018

Associate Engineer Phillip Peterson received a phone call from Dana Kaplan, Director of Outright Vermont, North Winooski Avenue resident. Dana Kaplan is not sure about the proposal and will touch base with Burlington Children's Space for further clarification on the purpose and need.

December 13, 2018

TO: Public Works Commission

FROM: Laura Wheelock PE, Senior Public Works Engineer
Patrick Mulligan, Assistant Director of Traffic & Parking

CC: Chapin Spencer, Director of Public Works

SUBJECT: Consent Agenda Item: St. Paul Street Construction Parking

Recommendation

Staff recommends the Commission adopt: For the duration of the construction on St. Paul Street from Main Street to Maple Street that 3 hour time limited, unmetered parking, Monday through Saturday, 9am to 6pm; be allowed anytime the contractor is able to make on-street parking available to the public.

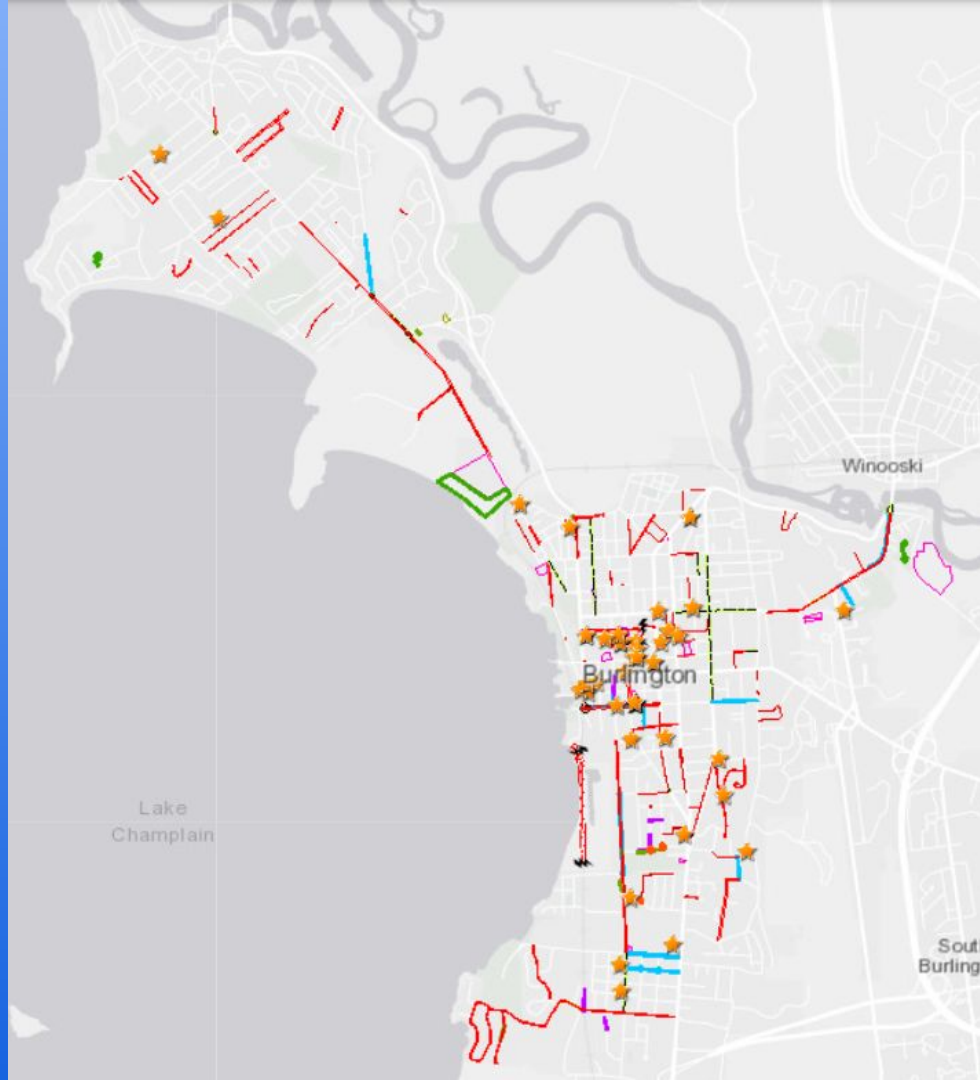
Purpose & Need

As you know, St Paul Street between Main and Maple is under reconstruction as our first Great Streets project. There is a winter shutdown period for our contractor SD Ireland between mid-January and April. During this period, the street will be reopened to traffic for approximately 2.5 months. Construction will then close the street from April through part of the summer until the project is completed. We anticipate there will be other times during the summer where the contractor will have the opportunity open some of the on-street spaces as the work completes.

During the 2.5 month winter shut down, we need to manage the on-street parking. It would be a significant lift to install meters or kiosks for such a short period as well the installation of meters or kiosks would further hinder the ability to construct the street. As a result, we are proposing a 3-hour parking time limit, unmetered parking during the interim periods. Enforcement days and hours would be consistent with the regulations on the street before construction started of Monday through Saturday, 9am to 6pm enforcement. Providing the parking back to the public at no charge will offer adjacent businesses, non-profits, and residents a beneficial accommodation while they are being inconvenienced during this construction project. To regulate the street in this way during the winter shut down period, we need the Commission to approve this interim regulation.

DPW COMMISSION
DECEMBER 19, 2018

Sustainable Infrastructure Plan
2018 End of Season Update



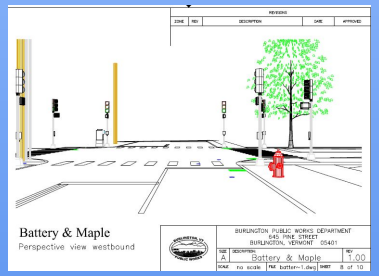
CAPITAL REINVESTMENT	Past Annual Investment	2017 Final	2018 Final
Paving	~ 3 miles	5.13 miles	**7.37 miles (includes extensive patching)**
Sidewalk Reconstruction	~ 1 mile	2.91 miles total	**2.78 miles**
Water Main Relining	As needed	1.78 miles	**1.93 miles**
Water Main Replacement	As needed	0.44 miles	**1.5 miles**
Curb	As needed	0.62 mile	**0.53 miles**
Sewer/Stormwater Pipe Rehab	As needed	$165k	**$272K**
PREVENTATIVE MAINTENANCE	**Past Annual Investment**	**2017 Final**	**2018 Final**
Crack Sealing	0	5.46 miles	**10.16 miles**
Sidewalk Cutting	0	$50k	**$50K**

2018 CAPITAL CONSTRUCTION

APRIL 27 -- Plattsburg Ave
(51°)

DECEMBER 6 -- St. Paul St.
(34°)

STARTED EARLY & ENDING LATE



ENHANCED PEDESTRIAN AND BIKE SAFETY

- ~3 additional miles of rebuilt sidewalks (tripling pre-2017 production)
- 3 new crosswalks, 2 with flashing beacon lights
- 3.1 miles of new bike lanes, a 23% increase
- >4 miles of new bikeways; 18% of BTV roadways now have marked bikeways
- 24 curb extensions at 9 intersections for pedestrian safety, using Quick-Build
- Pedestrian actuated signals at Maple and Battery installed; installations underway at Colchester/Riverside/Barrett
- $50K investment in preventative maintenance program to extend the life of sidewalks.

ADJUSTING TO CHALLENGES OF OLD INFRASTRUCTURE

St. Paul Street is getting an upgrade

New bumpouts and crosswalks
Safer, shorter, and more visible street crossing

Wider sidewalks
More comfortable for strolling and accommodating outdoor seating and amenities

More trees
More shade and greenery

Rain gardens
Protects water quality, reduces stormwater pollution

Permeable paving
Captures and filters stormwater, limits runoff

Bike racks
Convenient on-street storage

Street lights
Brighter, safer nighttime with energy-efficient LEDs

New benches
Places to sit and relax

Granite curbs
Elegant, durable street edge

Burying overhead utilities
Hiding unsightly power lines

Great Streets BTV

St. Paul Street from Main to Maple
Fall 2018–Summer 2019

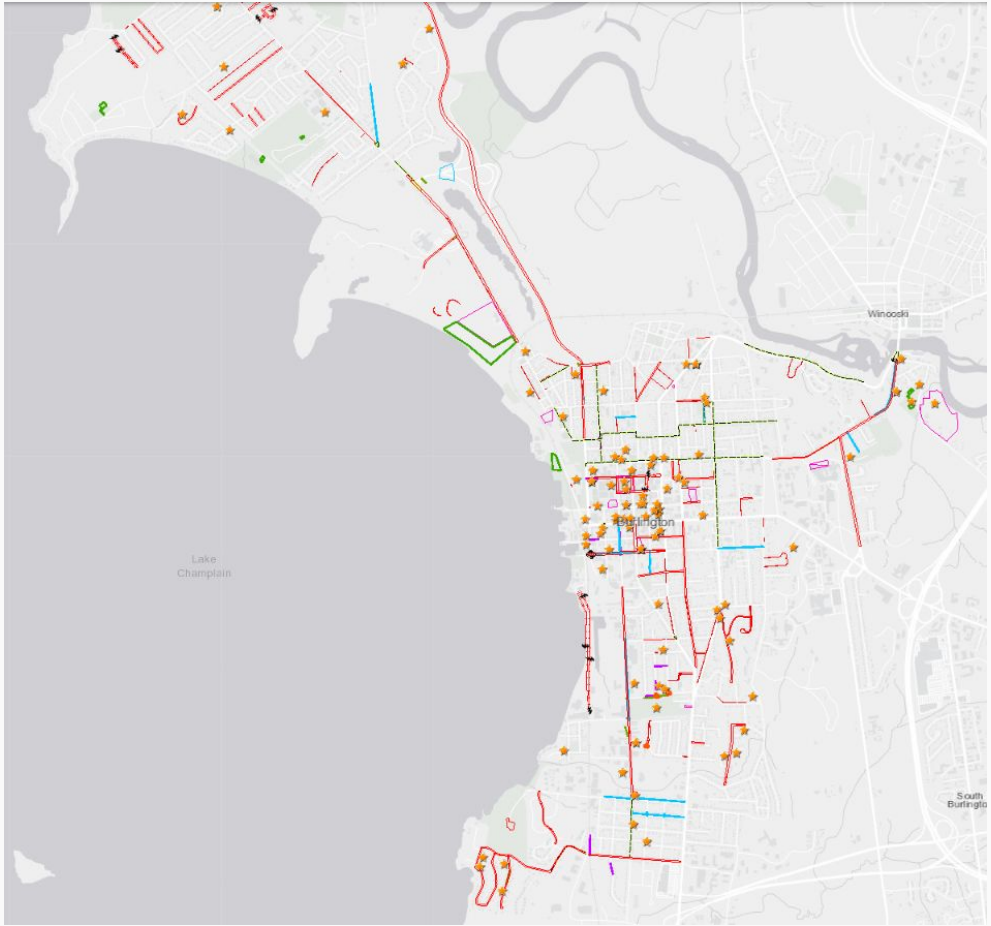
Project Sponsors
City of Burlington
Mayor Miro Weinberger
Burlington Public Works
CEDO

Project Partners
S.D. Ireland Companies
Construction Contractor
EIV Technical Services
Construction Observation
Suisman Urban Design
Master Planner
DuBois & King
Engineer of Record

Learn More
Visit http://www.burlingtonvt.gov/dpw/GreatStreetsSP
Call Burlington Public Works at 802.863.9094

GREAT STREETS CONTINUES

- **BTV Construction Portal**: burlingtonvt.gov/construction
- **Non-emergency maintenance requests**: SeeClickFix.com
- **DPW Customer Service**: 802-863-9094
- **Water Resources, including 24/7 urgent support**: 802-863-4501/ water-resources@burlingtonvt.gov
- **Sustainable Infrastructure Plan & Construction Season Info**: burlingtonvt.gov/DPW/Reinvestment
- **Robert Goulding, Public Information Manager**, RGoulding@burlingtonvt.gov, 802-881-2278



RESOURCES

Burlington Department of Public Works Commission Meeting
Draft Minutes November 28, 2018
645 Pine Street – Main Conference Room

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

Item 1 – Call to Order – Welcome – Chair Comments

Chair Archambeau called the meeting to order at 6:30 p.m.

Item 2 – Agenda

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

Item 3 – Public Forum (3 minute per person time limit)

Sandy Wynn a Mansfield Avenue resident had some concerns

- Bags of leaves on lawns
- Policy for cars to move for street snow removal
- Loomis Street and Mansfield Avenue has a three way stop intersection but with the new planters there it has become a dangerous intersection as people don't see cars stopped on Loomis Street
- Grant Street and North Union Street intersection with planter there you cannot get right up to the end of Grant Street, as it is narrow when cars are turning off North Union.
- Planters have all kinds of gravel and leaves coming out all over street, who will pick this up?

Item 4 – Consent Agenda

A. Pearl Street Parking Adjustment
B. Asure Software Parking Agreement
C. 2018 Holiday Parking Promotion

Commissioner Hogan made a motion to accept Consent Agenda
Commissioner Barr seconded.
Unanimous approval

Item 5 – Narrow Street Recommendation – Philip Peterson and Nicole Losch

Mr. Peterson stated that they had gone to several meetings with residents of narrow streets are. We are looking for a balance of community needs, Fire Department

emergency response as well as snow removal maintenance of the streets. Fire Department stated they need 14 feet for a minimum width for their engines to go down and set up for an emergency. Maintenance vehicles also need fourteen feet. Germaine Street and Latham Court we recommend parking on only one side of the street during the winter.

Jan Salzman of Archibald Street supports permitted parking. People are unable to park on Germaine Street as the residents all do. There is no safe parking or sidewalk on Archibald Street. No safe access for pedestrians on Archibald Street or Pomeroy Street.

Sharon Bush or, Ward 1 City Councilor stated that with permitted parking on Germaine Street we are asking people to park a ways away and they are at risk of being hurt. We need to identify some safe places for residents to park.

Devin Gaskell lives on Hoover Street and states - all residents are happy about parking on one side of street as it is a dead end street and it is hard to get up the hill with parking on both sides.

Director Spencer stated that there is some concern about narrow street changes, this will be monitored, and changes will be made if needed for next winter.

Commissioner Overby made a motion to accept the parking on one side of the street with the understanding that adjustments will be made if needed for next year.
Commissioner Hogan seconded.
Unanimous approval

Item 6 – Modification to Residential Parking Ordinance – Philip Peterson

There was discussion about charging $10.00 a year for a residential parking tag in Burlington with an increase to each person within the household looking for a tag.
There are some streets if they allow public parking on during the daytime there will be no charge for the residential parking permit tag.
Sharon Bush or supports this program

Commissioner Alberry made a motion to accept staff's recommendations
Commissioner Overby seconded.
Unanimous approval

Item 7– Permit Reform Update – Norm Baldwin

Mr. Baldwin stated this process was moving forward in which Trades, Minimum Housing and Code Enforcement offices would all merge. The Zoning Department will be relocated down to 645 Pine Street to make the process of obtaining permits easier on our

customers as all the departments will be in the same building so there will be no traveling from one building to the next.
There will be some job description changes.
City Council in supportive of the Reform process and there will be a meeting on December 17th to continue the discussions on the process.
We have selected architects to re-design the office layouts.

Item 8 – Approval of Draft Minutes of 9/18/18 and 10/17/18

Commissioner Barr made a motion to accept the minutes.
Commissioner Alberry seconded
Commissioner Archambeau stated he was all set except to add on his comment about there being no sidewalk-closed signs during construction on North Winooski Avenue.
Unanimous approval

Item 9 –Director's Report

There are currently 55 traffic request outstanding
We appreciate the bond vote for Water/Wastewater
New curbs are going in on Howard Street
Great Streets is underway

Item 10 – Commissioner's Communications

Commissioner Hogan congratulates the water team on their repairs. He stated he would like to see door hangers if possible for when water will be turned off in case people are not home when they go knocking to let the residents know water will be turned off.
Would like to see updates from the Director about BTV walk/bike
Union Street update
GPS in snowplows

Commissioner Barr stated that he liked the climbing lane on Colchester Avenue.
Was wondering if that was the final coat of paving on Colchester Avenue or just a base coat.

Commissioner Archambeau stated he had complaints about the ballards and planters.

Item 11 – Adjournment and Next Meeting Date – December 19, 2019
Commissioner Barr made a motion to adjourn
Commissioner Alberry seconded
Unanimous approval. Adjournment at 8:45 p.m.

CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS

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

To: DPW Commissioners
Fr: Chapin Spencer, Director
Re: **Director's Report**
Date: December 12, 2018

TRAFFIC REQUESTS:
To save administrative effort and paper, staff is including the number of outstanding traffic requests in my Director's Report each month. As of 11/21/18, we had **46** requests in queue. We will do a thorough biannual report on outstanding traffic requests.

CHAMPLAIN PARKWAY COMPENSATION HEARING:
The next step in the ROW process after the Necessity Hearing and the Council's Necessity Order is the Compensation Hearing – where any parcel owners who dispute the established compensation for the acquisition of their property rights for the project can address the City. As you may recall, the takings are mostly temporary construction easements, and are for small pieces of property that do not impact any structures. The City Council will hold the hearing on December 17th. The materials will be on BoardDocs this week.

PERMIT REFORM UPDATE:
Permit Reform continues to be deliberated at the City Council and the Charter Change Committee during the week of December 10. The City Council has indicated they are supportive overall of the one-stop shop concept at 645 Pine Street, which would be known as the Permitting & Inspections Department. They are expected to formally vote on a Resolution allowing the Mayor to merge DPW's Inspection Services Division, Zoning, and Code under his Charter authority on December 17, 2018.

CONSTRUCTION SEASON UPDATE
As promised last month, we will have an end of season report at the December Commission meeting. Information on this season's capital reinvestments can be found on our Construction Portal here: https://www.burlingtonvt.gov/construction.

UPCOMING AGENDA ITEM ON ROUNDABOUTS:
In consultation with Chair Archambeau, staff is preparing an overview of the City's planning for modern roundabouts. We will present this at the December or January meeting.

STORMWATER APPEAL:
We have an appeal of a property's Impervious Surface Union (ISU) calculation that will be coming to the Commission. We had it scheduled for December but the appellant request it be heard in January.

HAPPY HOLIDAYS!
I wish each and every one of you a warm and wonderful holiday season. I will be out of the office from Christmas through New Years. Assistant Directors Rob Green and Patrick Mulligan will be splitting the Acting Director duties in my absence.

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