Burlington Planning Commission
149 Church Street
Burlington, VT 05401
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Yves Bradley, Chair
Bruce Baker, Vice-Chair
Lee Buffinton
Emily Lee
Andy Montroll
Harris Roen
Jennifer Wallace-Brodeur
vacant, Youth Member

Burlington Planning Commission

Regular Meeting
Tuesday, October 27, 2015 - 6:30 P.M.
Conference Room #12, Ground Floor, City Hall, 149 Church Street

AGENDA

Note: times given are approximate unless otherwise noted.

I. Agenda

II. Public Forum - Time Certain: 6:35 pm

The Public Forum is an opportunity for any member of the public to address the Commission on any relevant issue. Members of the public wishing to speak to an item on the Commission's agenda are encouraged to make their comments at that time.

III. Report of the Chair *(5 min)*

IV. Report of the Director *(5 min)*

V. CDO Amendment Request: Short-Term Kennel/Dog Day Care Downtown *(15 min)*

The Commission will hear a request from a prospective business for a zoning change that would allow for Short-Term Kennel/Dog Day Care in the Downtown Mixed Use district.

VI. City Parking Initiatives – Downtown, TDM and Residential *(30 min)*

The Commission will hear a presentation from DPW on a suite of parking-related studies and plans nearing completion and have an opportunity to discuss them briefly.

VII. planBTV: South End Master Plan Draft Update/Revisions *(50 min)*

The Commission will discuss public comments on the draft plan related to housing in the south end and the Enterprise District.

VIII. Committee Reports *(5 min)*

IX. Commissioner Items *(5 min)*

X. Minutes/Communications *(5 min)*

The Commission will review communications and approve minutes from the Sept 22 meeting.

XI. Adjourn (8:30 p .m.)

This agenda is available in alternative media forms for people with disabilities. Individuals with disabilities who require assistance or special arrangements to participate in programs and activities of the Dept. of Planning & Zoning are encouraged to contact the Dept. at least 72 hours in advance so that proper accommodations can be arranged. For information, call 865-7188 (865-7144 TTY). Written comments may be directed to the Planning Commission at 149 Church Street, Burlington, VT 05401.

Burlington Planning Commission
149 Church St.
Burlington, VT 05401

October 6, 2015

Dear Members of the Planning Commission:

Please accept this letter as a request for a zoning amendment to conditionally permit Animal Boarding/Kennel/Shelter use in the Downtown, Downtown Transition, Downtown Waterfront and/or Battery Street Transition zones. This request is in order to allow Dottiepants Day Club for Dogs to open a facility convenient to Burlington's dog-friendly hotels, Boathouse and central business district that would offer high-end hourly dog daycare primarily marketed to tourists, discounted dog daycare for downtown employees and locally-sourced pet retail products.

Locating this business in one of the aforementioned zones would benefit the City's businesses, residents, employees and tourist market in these ways:

1) **It would solve a problem for Burlington's dog-friendly hotels.** Guests frequently leave dogs unattended in their rooms, resulting in nuisance barking, damage, inconvenience to housekeeping, and stress for the dogs and owners. Both the Hilton Burlington and Hotel Vermont have said that they would refer their guests to Dottiepants (see enclosed letter from Jeff Webb, General Manager of Hilton Burlington).
2) **It would benefit Burlington's waterfront events, each of which bring $1-4 million in economic opportunity for the City.** Transient boaters and other tourists are inclined to bring their dogs to major waterfront events, such as the July 3rd Fireworks, Brewfest, Oktoberfest, concerts, the Marathon, etc. Dogs can be a nuisance or even a liability at these events, due to the throngs of people (including children) they draw and food being served. Burlington Parks, Recreation & Waterfront has said that they would refer boaters and campers to Dottiepants (see enclosed letter from Jesse Bridges, Director of BPRW).
3) **It would benefit the Church Street Marketplace and surrounding businesses.** When tourists know that their dogs are having fun and being well cared for, they feel more comfortable staying out and enjoying Burlington—dining at restaurants and patronizing local businesses.
4) **It would benefit Burlington employees.** Employees working in the Downtown and Downtown Transition zones currently have to travel outside of the downtown area to access the nearest dog daycare services. Dottiepants offers discounted full-day dog care packages to employees who work in downtown Burlington, offering peace of mind to both the employees and their dogs.
5) **It would enhance Burlington's image as a welcoming place.** Vermont is number one in the nation for pet ownership with 70.8% of residents owning pets, and the dog service industry is booming in Vermont. Annually, the Church Street Marketplace draws 235,000 Vermont area customers plus 3.5 million annual Church Street visitors from New England, New York and Canada. It's safe to assume that the majority of these visitors are pet owners. And yet, there is no pet-centric business in Burlington's busiest commercial area.

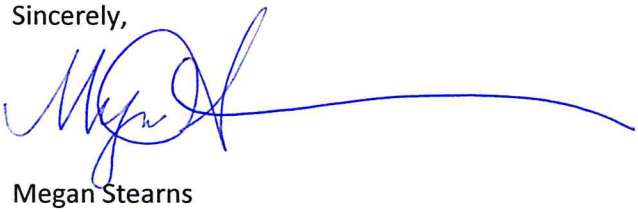
Foreseeable concerns about allowing dog boarding in one of the aforementioned zones might include noise, odor and the limited availability of outdoor space. As a former employee of the Humane Society of Chittenden County, I learned first-hand that a facility holding large numbers of animals can be kept clean, quiet and odorless. Here is how Dottiepants will address each of these concerns:

- **Noise:** In general, dogs bark when they feel threatened or anxious. Keeping barking to a minimum is not only in the interest of the City; it's also beneficial to Dottiepants, for the sake of employee (and canine client) well-being and demonstrating to customers that their dogs are well cared for. While it's impossible to prevent all barking, dogs who are happy and engaged are much less likely to bark. Skilled stewardship of the dogs in the care of Dottiepants will be the first deterrent to excessive barking. To *ensure* that neighbors are not disturbed, the inside dog play area and private rooms will be outfitted with soundproofing products that stop noise from traveling through walls, ceilings, floors, doors and windows.
- **Odor:** Using non-absorbent, easy-to-clean materials, a specialized ventilation system and good cleaning practices is key to preventing odor. In addition, Dottiepants will have onsite laundry facilities so there is no storage of soiled bedding.
- **Outdoor space:** To account for the limited availability of outdoor space in downtown Burlington, Dottiepants is prepared to bring the outdoors in. Dottiepants' potty area will be outfitted with K9 grass, a specialized artificial turf for dogs, offering antimicrobial properties and superior cleaning abilities.

Should other concerns arise, conditionally permitting this use would allow the Commission a great deal of control over similar activities in the future. Furthermore, regulations could be included in the ordinance to help mitigate concerns, such as requiring noise proofing, proper ventilation, onsite laundry and sufficient play space for the dogs, etc. Should it be helpful, I would be happy to provide the Commission with a research document on industry best practices for dog daycare.

I look forward to discussing this issue with you, and thank you for your time and consideration of this request.

Sincerely,



Megan Stearns
Burlington resident and owner of Dottiepants Day Club for Dogs

BURLINGTON
PARKS
RECREATION
WATERFRONT

MEMO

Date: **October 5, 2015**
To: **Burlington Planning Commission**
From: **Jesse Bridges, Director**
RE: **Dottiepants Doggie Daycare**

Dear Planning Commission,

As the Director of Burlington Parks, Recreation & Waterfront, I'm supportive of allowing dog daycare services in the Downtown, Downtown Transition, Battery Street Transition, and/or Downtown Waterfront zones. Many of the visitors who utilize the Burlington Boathouse Marina, Campground, or are just passing through have dogs with them. Many of our parks activities are dog friendly but there are certain places and in particular events where the dogs are not appropriate.

In particular, our Waterfront events are a large draw for tourists, but it's problematic when boaters or others opt to bring their dogs to the events, where they can become a nuisance or even liability due to the throngs of people (including children) in attendance and food being served. Having the option of referring boaters and other visitors with dogs to Dottiepants' daycare services would support the success of the Waterfront events—each of which are $1-4 million economic drivers for Burlington. Dog daycare services conveniently located near the Boathouse and our North Beach Campground would give both boaters and campers more options for enjoying their time in Burlington.

Thank you for considering this zoning amendment.

Sincerely,

Jesse Bridges

Jesse Bridges
Director, Burlington Parks, Recreation & Waterfront

Hilton
HOTELS & RESORTS

To: Burlington Planning Commission

August 21, 2015

Dear Planning Commission,

As the General Manager of the Hilton, Burlington—a dog-friendly hotel that welcomes many guests who choose to travel with their dogs—I'm writing in support of amending Burlington's current zoning law to allow the use of Animal Boarding/Kennel/Shelter in the Downtown and Downtown Transition zones.

Our hotel and our guests would benefit from dog daycare services located near the hotel. Hotel policy prohibits guests from leaving dogs in their rooms during the day, but not every activity or establishment in downtown Burlington is amenable to dogs, resulting in many guests feeling forced to break the policy. This can lead to barking or room soiling, which takes a toll on other hotel guests and our housekeeping staff.

Megan Stearns is the owner of Dottiepants, an LLC offering high-end, hourly dog daycare services. If zoning law permitted Dottiepants to operate in downtown Burlington, we could utilize their services as our "dog concierge" and solve this dilemma of what to do with one's dog during the day. It would be a great selling point to guests, and would give them more freedom to patronize Burlington's non-dog-friendly businesses. Furthermore, the City could see increased revenues, as dog owners would be less concerned about rushing back to take care of their pets and will stay out and enjoy the city longer. Overall, Dottiepants would provide a great amenity to both residents and visitors, making Burlington a more welcoming place. However, convenience of location to the busy downtown will play a big role in how beneficial this business can be.

Please consider amending Burlington's current zoning law to allow the use of Animal Boarding/Kennel/Shelter in the Downtown and Downtown Transition zones.

Sincerely,

Jeff Webb
General Manager, Hilton Burlington

CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS

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MEMORANDUM

To: Burlington Planning Commission
Fr: Chapin Spencer, Director of Public Works
Re: **Work Session for Parking & Transportation Plans**

October 22, 2015

Thank you for giving us time at the October 27th Planning Commission to review and discuss the three draft parking and transportation plans:

- **DOWNTOWN PARKING & TRANSPORTATION PLAN**: This draft plan recommends revisions to the way public and private parking is managed in the downtown and waterfront areas.
- **RESIDENTIAL PARKING MANAGEMENT PLAN**: This draft plan recommends revisions to the Residential Parking Program and proposes additional strategies to manage parking in residential areas with high parking demand.
- **TRANSPORTATION DEMAND MANAGEMENT ACTION PLAN**: This draft plan recommends strategies to help City staff and other downtown commuters get to work other ways than driving solo – to help free up spaces for others who come downtown.

The plans are the culmination of a year-long process engaging residents, visitors, businesses and other stakeholders in evaluating how the City can better manage parking downtown and in residential neighborhoods. The draft plans were posted online for a 30 day public comment period that runs through November 15th.

All the plans can be reviewed at: www.ParkBurlington.com. I have attached the executive summaries of the three plans here for your review.

It is important to remember that the acceptance of these plans does not change rates, hours, city ordinance, etc. Any changes to these items will require specific proposals, additional public process and formal approval once the plans are accepted.

PUBLIC MEETINGS: There are more upcoming public meetings for us to get additional public input:
* DPW Commission work session on Residential Plan: Wed, Oct 28, 7pm, 645 Pine Street
* Downtown Parking Plan Public Forum: Tues, Nov 3, 7pm, City Hall, Contois Auditorium
* Presentations will also be made over the next month to NPAs and other Commissions

Don't hesitate to contact me (cspencer@burlingtonvt.gov) with any 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.

DESMAN
Design Management

CITY OF BURLINGTON

DOWNTOWN PARKING AND TRANSPORTATION MANAGEMENT PLAN

BURLINGTON, VT

OCTOBER 2015

This project is made possible thanks to the financial support of the Chittenden County Regional Planning Commission, the Vermont Agency of Transportation, the Burlington Business Association, the City of Burlington and private donations. Project partners include the Burlington Business Association, the City of Burlington's Community and Economic Development Office, Department of Public Works and Police Department.

SUBMITTED BY:

DESMAN DESIGN MANAGEMENT

Parking in Burlington...
A Change for the Better

Downtown Burlington Parking and Transportation Initiative

EXECUTIVE SUMMARY

October 16, 2015

INTRODUCTION

The City of Burlington has historically been governed by the idea that parking is a necessary utility to support downtown commerce and development, and as such needs to be provided at no or low cost in as much abundance as possible. Since it has not been viewed as a comprehensive system, parking management tasks have been split up among various City departments. While some efficiencies were achieved under this model, it also lead to a parking system where core functions were fractured and subject to conflicting missions. Managing parking as a utility means that little thought is given to the bigger picture, including the availability and role of non-motorized modes of transportation and the impact of parking on quality of life; and even less thought is given to the financial sustainability of the fractured system.

Burlington has reached a point its evolution as a City where it is prepared to move away from the core philosophy of parking as a base utility, including the 'more is better' perspective and its attendant policies. Following the cues of comparable communities across the country, Burlington is prepared to shift perspective and start treating transportation access to downtown as a mechanism for economic and community development, ***adopting a 'smart use' philosophy*** toward the development, management, and financial stability of parking assets and complementary transportation access options. This new school of thought is also a conscious step away from the traditional 'car is king' approach to transportation and towards a stance that integrates driving and parking is one in a broad array of transportation choices.

SYSTEM GOALS, OBJECTIVES AND PRINCIPLES

Goals:

The downtown parking and transportation system will be designed and operated to:

- **Deliver a consistently positive customer experience**
- **Ensure the continued vitality of downtown Burlington**
- **Create a parking system which is fiscally sound and operationally efficient**

Objectives:

- Provide a high quality parking service which serves customers arriving by all vehicles
- Set prices and manage availability to support the needs of users and the community
- Actively promote and support the use of a wide range of transportation modes

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- Provide robust and effective information and on-line services and tools
- Support new development in downtown Burlington
- Collect data on system usage and use that data to inform policy
- Respond to constituents' changing needs and concerns
- Improve the fiscal operations of the system
- Sponsor non-core programs and events
- Operate facilities, services and programs that are environmentally responsible
- Improve management of downtown parking assets while implementing strategies to preserve the quality of life in transition zone areas

Principles:

To achieve these goals and objectives, the following principles must be followed:

- There must be governing body overseeing the downtown parking system that has representation from both the public and private sectors.
- There must be more structured coordination between the public and private parking systems.
- The downtown private parking assets must be more accessible for public use.
- The parking system must become a parking and transportation service, which supports multiple modes.

BIG PICTURE

1. Burlington Parking Initiative Off to a Good Start

- Burlington's Traffic Fund outperformed its FY 2015 budget
- Occupancy and turnover rates in Downtown Core are improved
- Downtown Parking Team gathered feedback from 100s of community members and leaders
- Garage repair and improvement work is underway
- Public and area stakeholders support parking change
- Data collection is ongoing, with results informing 4-year plan

2. Topline Recommendations from DESMAN, Inc.

- Offer a range of parking options and price points that reflect demand
- Employ new technology like Pay-by-Phone to improve customer experience
- Complete Parking garage capital improvements in phases – 2015-2017, with a focus on cleanliness and safety
- Bring private parking lots and garages into the system
  - Open currently private spaces for public use through a myriad of strategies
- Retool 2-hour free parking in the Marketplace Garage and offer a merchant validation program in its stead
- Promote active transportation modes - such as walking, bicycling, and public transit - via targeted and proactive education and outreach
  - Offer more on-line services including paying for parking, leases, and violations

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- Add secure bicycle parking as a system-wide service and prioritize it in downtown transportation strategy
- Offer special programs for employers and their employees

3. Some Things Should Remain Consistent

- No changes are recommended to current Snow Ban parking policy - garages will still serve as snow ban parking
- Lakeview and College Street Garages would have no changes in the 2-hour free parking program
- Parking enforcement in the evenings in the core of downtown should remain as long as occupancy data supports it
- Multiple forms of payment at meters and pay kiosks have been hugely successful - this should be continued
- It is recommended that parking downtown should continue to be unenforced on Sunday mornings

PARKING POLICY AND OPERATIONS RECOMMENDATIONS

Phase 1: August to December 2015

Finalize pilot projects, continue capital work and engage the community on parking recommendations and changes.

On-street

Finalize Smart Meter Pilot
Evaluate and report out on meter types, rates, and enforcement hours system-wide
Gather feedback from stakeholders on system changes
Implement a pay-by-phone application for parking

Garages

- Establish regular cycle to do annual cleaning, maintenance, and seasonal work in garages
- Begin operating Marketplace Garage on 24/6 schedule and adjust garage attendant schedules and seasonal work in garages to harness the benefit of automated lanes
- Complete 2015 capital work, including major renovation of Marketplace Garage elevator
- Add daytime security services to Marketplace Garage
- Install wayfinding signage

Private Parking

- Continue discussions with Burlington's four large garage owners about parking management agreements using recommended strategies in the plan
- Work on reform of related zoning issues to allow for more parking uses

Marketing and Outreach

Launch next phase of a parking and transportation website, parkburlington.com

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Include a broad range of parking and transportation resources and links, including those for public transit, bike parking and routes, and specific parking like handicap accessible, electric cars, and others
Work on adding pay for parking and citation services
Engage a broad range of stakeholders for feedback on parking system recommendations
Launch Interactive Parking Map

Phase 2: 2016

Begin approval process and implementation of parking recommendations while continuing capital improvements. Launch discussions on the creation of a Downtown Improvement District and use the feedback to write a plan.

On-Street

- Adjust enforcement hours and/or rates based on desired 85% occupancy, including the introduction of Sunday enforcement starting at noon
- Implement 4-tiered system for parking meters as outlined below with some seasonal adjustment within tiers (see Table I)
- Evaluate and report out on charging for parking 7 days a week.
- Relocate Main St. parking kiosks to surface lots, replace with smart meters
- Implement monthly data gathering and analysis to inform short and long term parking policy.

Table 1 - Proposed On-Street Parking System

Designation:	Tier 1	Tier 2	Tier 3	Tier 4
Application:	All 15 and 30 minute meters and time limited spaces	High-demand downtown core	Selected time limited and 3-hour metered spaces	Selected unlimited, time limited, 3- and 10-hour metered spaces
Technology and Policy:	Yellow 30-minute meters @ $2.00/hour ($0.50/15 minutes)	Grey "Smart" meters @ $1.50/hour with no time limits	Blue "Smart" meters @ $1.00/hour w 3-hour maximum	Brown long-term meters @ $0.50/hour
Hours of Enforcement:	8 AM - 10 PM, Monday through Sunday	8 AM - 10 PM, Monday through Saturday (Noon – 10 PM, Sunday)	8 AM - 6 PM, Monday through Saturday	8 AM - 6 PM, Monday through Saturday

Garages

- Launch interim validation program for City garages, whereby downtown businesses receive coupons for customers. The technology for this program would be updated when the garage system is overhauled in Phase 3.
- Develop and implement Standards of Care
- Develop and implement an Operations Manual
- Adjust rates in City garages based on short and long term use patterns

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- Develop and implement the following additional pricing policies at Lakeview and College:
  - Free or low-cost on Sunday
  - Flat-fee "night rate" from 4pm-3am
  - Downtown employee discounted parking program
- Begin operating Marketplace Garage 24/7
- Remove 2-hour free at Marketplace Garage once validation program established

Private Parking

- Craft draft agreements with at least 2 large downtown garages
- Begin working with larger lots owners on shared solutions

Bicycle Parking

- Work with nonprofit partners and bike users to identify priority locations for additional bike parking
- Install substantial additional bike parking and upgrade current racks located within the public right of way across downtown
- Work with private property owners to create more publicly accessible bike parking on private property, both indoor and outdoor, including secure bike parking options
- Add substantial quantities of secure bike parking to all public garages and ensure that it is sited, installed, and managed in ways that promote easy access and use
- Ensure all bike parking meets current national bike parking best practices

Marketing and Outreach

- Continue improving website, adding key functions which improve customer service
- Survey market to identify key concerns areas for improvement
- Continue outreach and education campaign

Phase 3: 2017

Complete work and lay the groundwork for full implementation of a Parking and Transportation Management District for Burlington.

- Add smart meters to the on-street system based on data and occupancy
- Continue to adjust enforcement hours and rates based on desired 85% occupancy
- Complete implementation of new Garage Standards of Operation and Maintenance
- Implement major overhaul of technology and payment systems in garages
- Continue automation investments and implement 24/7 operation of all garages
- Complete majority of $9M of deferred capital work
- Continue implementing highest priority bike parking upgrades downtown
- Enhance website functionality to enable purchase of leases and payment of tickets through the Go! Burlington website

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- Review and report out on performance of the parking system during the pilot periods
- Evaluate the management structure of public (and participating private) garages

5-YEAR FINANCIALS

Parking and Transportation Management Plan Pro Forma – 2016 to 2020

	FY2016	FY2017	FY2018	FY2019	FY2020
Expenses	5,112,791	5,052,894	5,190,006	5,474,990	5,552,637
Revenue	5,662,107	6,109,449	6,631,823	7,154,447	7,703,637
Net Operating Income	549,316	1,056,555	1,441,818	1,679,457	2,151,001
Debt Service	(663,170)	(1,046,317)	(1,230,513)	(1,230,513)	(1,230,513)
Net Cash Flow	(113,854)	10,239	211,305	448,945	920,888

Please note:

- The projected expenses and revenues above are based on the policy and operations recommendations in the previous section.

- Figures include Burlington Airport parking expenses and revenue, expenses of Burlington school crossing guards and signals, and an annual payment to the Police Department for parking enforcement operations.

- All revenue generated from parking (excluding citations) remains in the city transportation/parking fund for maintenance and improvement of the system.

- FY'16 expenses and revenues are both modestly higher than the City's approved FY'16 budget as the consultant is projecting higher revenues and recommending additional capital work to be completed in the fiscal year.

PARKING & TRANSPORTATION MANAGEMENT DISTRICT

A private-public collaborative charged with meeting the goals and objectives of the PMD and creating a parking and transportation system that supports the community and our downtown.

Pilot Period - July 1, 2015 to June 30, 2017

- Create a pilot entity (Go! Burlington) through Council resolution charged with the following:
  - Oversee the implementation of the Downtown Parking Management District Plan (PMD)
  - Advise DPW on rates, policies, and prioritization of reinvestments in the parking system.
  - Set and monitor annual goals for the parking system based on the PMD plan
  - Work closely with DPW and the BBA to further the objectives of the PMD
  - Ensure that transportation access to downtown is managed and developed in a way that is consistent with the smart use philosophy outlined in the introduction to this plan

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- On behalf of the private sector, Burlington Business Association (BBA) will:
- Utilize DID funding support from the DID (currently underwriting the cost of the 2-hour free parking program) will be responsible for the following:
    - Implement recommendations from the Downtown Parking Study.
    - Lead the effort to work with Private parking owners to achieve the goal of efficiently utilizing all of Burlington's parking assets.
    - Manage marketing, communications, and outreach of parking and transportation services
    - Create a Parking and Transportation website which:
        - Provides information and access to parking and transportation services
        - Includes an interactive parking map which includes bike parking
            - Coordinate the provision of downtown TDM services
            - Work closely with DPW and Go!Burlington to further the objectives of the PMD
- On behalf of the City, DPW will:
- Support maintenance and attendant/ambassador positions to deliver a great customer experience
- Prioritize capital reinvestment and automation in the public garage system
- Complete a majority of the garage capital projects outlined in the Hoyle Tanner Associates (2014 HTA) Facilities assessment and present a plan for the timely completion of the remaining work
- Manage both off-street and on-street public systems (including bike parking) in a manner that follows the PMD and includes input from Go!Burlington and the BBA
- Focus the DPW Assistant Director job description on parking and transportation, with a national search and input from Go! Burlington, BBA and the PAC
- Create and implement standards of care for the parking system
- Create and implement standards of operations for the parking system
- In Collaboration the team of Go! Burlington, BBA and DPW will:
    - Implement the parking and transportation recommendations outlined in the PMD
    - Craft a plan for creation of a Downtown Improvement District
    - Prioritize bike parking needs downtown and develop implementation plan
    - Work towards a 5-year goal of repairing and improving the parking system on the following three fronts so that the system generates net income that would then be re-invested in the care, improvement, and marketing and promotion of Burlington, VT.
        - Well-maintained capital infrastructure
        - Excellent customer service
        - Efficient operations

Downtown Improvement District Implementation

(upon completion of Pilot – July 2017)

- Formally incorporate the DID as a separate organization.
- Formalize DID funding permanently to support transportation-related work of the DID
- Request City Council grant certain authorities to the DID

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- Formalize collaboration with Church Street Marketplace

TRANSPORATION AND DEMAND MANAGEMENT POLICY RECOMMENDATIONS

- Create a Transportation Demand Management (TDM) service model for downtown employees
- Work with CATMA as service delivery agent
- Develop a on-line portal for transportation services
- Create secure, covered bicycle parking and a mechanism to pay for its ongoing maintenance and expansion over time as warranted by demand

ACHIEVEMENTS AND REALIZATION OF PURPOSE

We set forth the following achievements to realize within the first five years of operation as benchmarks for determining the success of this initiative:

- The Burlington parking system is operating within budget while ensuring that the capital and maintenance needs of the garages as outlined in the HTA report are met.
- Work is complete on all needed capital improvement and annual recommended maintenance is completed.
- Parking and Transportation customers when polled report that they are receiving a better service when compared to 2014.
- The Go!Burlington can list improvements to the system that create a better customer experience.
- Data supports the efficacy of changes to the parking system.
- Private parking facilities have executed agreements for joining the Parking Management District and are providing currently underutilized parking spaces to a myriad of uses.
- Rates of bicycling, waking, and transit use are systematically and regularly measured, and all show sustained and substantial growth over time relative to driving and parking as modes of access to downtown

REFERENCES:

Desman Associates Parking Study and Recommendations 6/23/2015

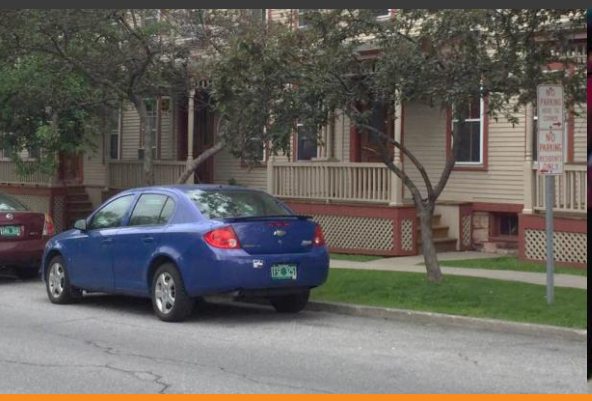
Park Burlington website

This project is made possible thanks to the financial support of the Chittenden County Regional Planning Commission, the Vermont Agency of Transportation, the Burlington Business Association, the City of Burlington and private donations. Project partners include the Burlington Business Association, the City of Burlington's Community and Economic Development Office, Department of Public Works and Police Department.

DRAFT REPORT

RESIDENTIAL PARKING MANAGEMENT PLAN

10.16.2015



55 Railroad Row
White River Junction, VT 05001
802.295.4999
www.rsginc.com

PREPARED FOR:
CITY OF BURLINGTON
SUBMITTED BY:
RSG

EXECUTIVE SUMMARY

The City of Burlington started its residential parking program in the 1990s to regulate on-street parking in the neighborhoods around Centennial Field. Since then, streets with resident parking restrictions have expanded to over eight miles of curbside parking, located predominantly in neighborhoods adjacent to high parking generators such as the University of Vermont (UVM), the UVM Medical Center, and portions of downtown.

The 2011 Burlington Municipal Development Plan (PlanBTV) recommended that a Residential Parking Study be conducted to formally review the existing program and recommend revisions to management, administration, and enforcement of on-street parking in residential areas. The Study is jointly sponsored by the City and the Chittenden County Regional Planning Commission (CCRPC), and consisted of the following tasks:

- Analysis of the current residential parking streets, regulations, and trends;
- Review of residential parking practices in comparable cities;
- Comprehensive analysis of parking supply and demand in three representative Burlington neighborhoods;
- Extensive public outreach, including two public meetings, four Advisory Committee meetings, Neighborhood Planning Assembly meetings, and online comment tools.
- Recommend approaches and strategies that allow for flexibility to improve residential area parking management.

The Plan strives to achieve the following objectives to improve parking in residential areas:

- Balance parking needs of residents, visitors, and commuters.
- Account for neighborhood need and quality of life.
- Administer a program that is fair and transparent.
- Consider the highest and best use of the public right-of-way.
- Streamline the administrative process.
- Apply a data driven approach.
- Utilize market-responsive feedback.
- Address the need to maintain city transportation infrastructure.

The Plan recommends the continuation of seven general parking management approaches, in which the City is currently engaged, and recommends nine strategies that are new or important modifications of the existing residential permit program (RPP). The over-arching goal is to achieve an optimal parking management approach that preserves the livability of Burlington neighborhoods while finding the best use of the public Right-of-Way. **None of the strategies proposes removing existing resident-only parking restrictions.**

To improve parking in residential areas, this Plan recommends a menu of strategies that can be in-lieu of or in addition to residential parking permits. General parking management

strategies can be implemented at any time. To improve the residential permit program, nine strategies are recommended for implementation over the short-term (0-1 year), mid-term (1-3 years), and long-term (3+ years). The table below provides a summary description of the residential parking toolbox with seven General Parking Management Approaches and nine Strategies for the residential permit program, the time frame for implementation, and the City departments (or other agencies) responsible for spearheading and supporting the strategies.

		Description	Responsible City Department/Agency	
			Lead	Supporting Department/Agency
General Parking Management Approaches	Strategic Approaches	Encourage and Improve Sustainable Transportation Modes	DPW	CEDO, Planning, CATMA, CCTA, CCRPC, CarShareVT, Institutions
		Encourage Satellite Parking and Incentivize Parking in Remote Lots	DPW	CEDO, Planning, CATMA, Institutions, CCTA
		Improve Signage and Wayfinding	DPW	
	Tactical Approaches	Install Parking Meters/Paystations	DPW	Burlington Police Department
		Implement Parking Time Limits in Non-RPP Areas	DPW	
		Stripe Parking Stalls	DPW	Burlington Police Department
		Improve Lawn Parking Ban Enforcement	BPD	DPW, Code Enforcement
Short-Term Residential Permit Program Strategies				
0-1 year	1	Provide Online Residential Permit Resources: Downloadable Application and Renewal Documents	BPD	DPW
	2	Establish Commuter Parking Permit Program (3-Year Pilot Program)	DPW	Burlington Police Department
	3	Establish Residential Parking Permit Periods Based on Supply and Demand	DPW	Burlington Police Department
	4	Evaluate Residential Parking Areas Rather Than Streets	DPW	Burlington Police Department
	5	Streamline the Process for Petitioning for Resident-Only Parking	DPW	Burlington Police Department
	6	Establish Process for Removing or Reallocating Residential Parking	DPW	Burlington Police Department
Mid-Term Residential Permit Program Strategies				
1-3 years	1 (mid-term)	Provide Online Residential Permit Resources: Comprehensive Program Information	DPW	Burlington Police Department
	7	Revise Program to Incorporate Fee Structure and to Allocate a Maximum of 4 Permits per Dwelling Unit	BPD	DPW, Planning
	8	Establish Construction and In-Home Care Permits	BPD	DPW, Planning
Long-Term Residential Permit Program Strategies				
>3 years	1 (long-term)	Provide Online Residential Permit Resources: Online Payment of Permits and Fines	DPW	Burlington Police Department
	9	Improve Enforcement Technology	BPD	DPW

The Study recommends that the City review the residential parking program every five years to determine whether modifications are necessary to better address community goals.

CITY OF BURLINGTON

TRANSPORTATION DEMAND MANAGEMENT ACTION PLAN

BURLINGTON, VERMONT

OCTOBER 2015

180 Battery Street, Suite 350
Burlington, Vermont, 05401
802.383.0118
www.rsginc.com

PREPARED FOR:
CITY OF BURLINGTON AND CCRPC

SUBMITTED BY:
RSG & CATMA

EXECUTIVE SUMMARY

Purpose: In 2014, the City of Burlington contracted with RSG and CATMA to create a Transportation Demand Management (TDM) Action Plan for City staff to reduce congestion, encourage healthy choices, reduce harmful vehicle emissions, and reduce downtown parking demand.

Methodology: The project team collected data from City documents, individual interviews with City staff in various departments, a best practices scan of comparable cities, focus groups with City staff, and coordination with the Downtown Parking Study.

MAIN RECOMMENDATIONS: LONG TERM (4 OR MORE YEARS)

Charge for Parking: Charge Downtown and South End employees market rate for parking combined with a Commute Allowance.

Commute Allowance: Provide a pre-tax subsidy that can be used towards a transit pass, a parking pass, or bicycle commuting.

Telework: Enable employees to use telecommunications to work remotely and substitute their physical commute travel.

Downtown TDM Coordinator: Create a position that will serve as point of contact with CATMA, including role of Employee Transportation Coordinator (ETC). The Coordinator will keep downtown employees informed of TDM benefits and monitor employee TDM activity/usage.

MAIN RECOMMENDATIONS: SHORT TERM (3 YEARS OR LESS)

Unlimited Access/Universal Transit Pass: Negotiated reduced rate (via CATMA membership), easy to load funds, choice between transit + four parking "tokens" per month OR monthly parking pass.

Parking Cash-Out: Allows employees to have a choice of a parking space or to receive the cash equivalent of that space and use a non-SOV commute.

City TDM Coordinator in Human Resources Department: Serve as point of contact with CATMA, including role of ETC. Assist TMA and Go! Burlington with keeping City employees informed of the TDM benefits. Monitor employee TDM activity/usage.

Citywide TDM Offerings Through the General Fund: Administer Transportation subsidies and programs, including employee CATMA memberships, at a Citywide level for all employees, from the General Fund

Flextime Policy: Allow the employer/employee to agree to a modified work schedule in order to avoid peak traffic or accommodate a non-SOV commute.

Website with Log-in Feature: Allow employees to track their commute, get information on transportation benefits, carpool, and route-finder.

STRATEGIES TO MAINTAIN

CATMA membership, CarShare VT Business Membership, City Green Bikeshare Program

CAPITAL AND ADMINISTRATIVE RECOMMENDATIONS

Increase and Improve Bicycle and Pedestrian Facilities, Improve Transit Ridership, Monitor TDM Programs, and Coordinate all Downtown TDM Activities

The following pages summarize these four categories of recommendations. They may be used as standalone documents for the purposes of public outreach.

Project Goals Key

- Reduce Traffic
- Reduce Commuter Parking Demand
- Promote Active Lifestyle
- Reduce Carbon Emissions and VMT
- Create an Attractive Eco-Minded City

LONG-TERM ACTION (4 or more years)	PROJECT GOALS	REASONS	TIMEFRAME
Charge for Parking: Charge Downtown and South End employees market rate for parking, combined with Commute Allowance.		• City loses money on parking • More demand than capacity at lots • Makes TDM the default option for employees	**Long-term**
Commute Allowance: Provide a pre-tax subsidy that can be used towards a transit pass, a parking pass, or bicycle commuting.		• Helps employees with commute costs • Rewards sustainable transportation modes • Makes TDM the default option for employees	**Long-term**
Telework: Enable employees to use telecommunications to work remotely and substitute their physical commute travel.		• Reduces car use • Removes the need for a car before, during, or after work for personal reasons • Provides flexibility during work hours	**Long-term**
Downtown TDM Coordinator: Create a position that will serve as point of contact with CATMA, including role of Employee Transportation Coordinator. The Coordinator will keep downtown employees informed of TDM benefits and monitor employee TDM activity/usage.		• Increases awareness of TDM offerings • Removes need to register at various places for various TDM services • Makes TDM the default option for employees	**Long-term**

SHORT-TERM ACTION (3 years or less)	PROJECT GOALS	REASONS	TIMEFRAME
Universal/Unlimited Transit: Negotiated reduced rate (via CATMA membership), easy to load funds, choice between transit + 4 parking "tokens" per month OR monthly parking pass.		• Increases awareness of TDM offerings • Automatic opt in for transit • Departments will not pay for transit passes • Provides employee ID card	**Target Year 2018**
Parking Cash-Out: Allows employees to have a choice of a parking space or to receive a cash incentive to use a non-SOV commute.		• Helps employees with commute costs • Rewards sustainable transportation modes • Makes TDM the default option for employees	**Target Year 2017**
City TDM Coordinator in Human Resources Department: Serve as point of contact with CATMA, including role of Employee Transportation Coordinator. Assist TMA and Go! Burlington with keeping City employees informed of the TDM benefits. Monitor employee TDM activity/usage.		• Increases awareness of TDM offerings • Removes need to register at various places for various TDM services • Makes TDM the default option for employees	**Target Year 2016-2017**
Citywide TDM Offerings Through the General Fund: Administer transportation subsidies and programs, including employee CATMA memberships, at a Citywide level for all employees, from the General Fund		• Departments will not pay TDM costs • Increases awareness of TDM offerings	**Target Year 2017**
Flextime Policy: Allows the employer/employee to agree to a modified work schedule in order to avoid peak traffic or accommodate a non-SOV commute.		• Reduces car use during peak hours • Provides flexibility during work hours	**Target Year 2016-2017**
Website with Log-in Feature: Allow employees to track their commute, get information on transportation benefits, carpool, route-finder		• Increases awareness of TDM offerings • Removes need to register at multiple places • Makes TDM the default option for employees	**Existing through CATMA, Improvements Target Year 2016-2017**

Project Goals Key

- Reduce Traffic
- Reduce Commuter Parking Demand
- Promote Active Lifestyle
- Reduce Carbon Emissions and VMT
- Create an Attractive Eco-Minded City

EXISTING STRATEGIES TO MAINTAIN	PROJECT GOALS	REASONS	TIMEFRAME
City Green Bikeshare Program: A bicycle sharing system is a service in which bicycles are made available for shared use to individuals (City staff and business colleagues) on a short term basis.		• Provides employees with active transportation during work hours • Increases awareness of TDM offerings • Makes TDM the default option for employees	**Existing TDM Program**
Bike Parking, Locker, and Shower Facilities: Allow employees to use active transportation modes by providing a place to store a bike during the day and change into work attire after commuting	P	• Accommodates active transportation modes • Increases awareness of TDM offerings • Makes TDM the default option for employees	**Existing TDM Program**
Car Share VT Business Membership: Provides employees access to vehicles for work trips throughout the day. Employees may also set up their own account for personal trips.	P	• Provides non-drives with vehicle for work tasks • Accommodates active transportation modes • Increases awareness of TDM offerings • Makes TDM the default option for employees	**Existing TDM Program**
CATMA Membership: Provides guaranteed ride home, transportation education, Bike/Walk programs and events, and incentives to use sustainable transportation modes.	P	• Promotes active transportation modes • Increases awareness of TDM offerings • Makes TDM the default option for employees	**Existing TDM Program**

ONGOING CAPITAL AND ADMINISTRATIVE IMPROVEMENTS	PROJECT GOALS	REASONS	TIMEFRAME
Increase and Improve Bicycle and Pedestrian Facilities: Provide a sustainable transportation and accessibility system and emphasize healthier options over the SOV		• Promotes active transportation modes • Increases awareness of active transportation • Makes TDM the default option for employees	**Ongoing**
Improve Transit Ridership: Support projects that increase transit ridership	P	• Increases awareness of transit • Facilitates active transportation modes • Supports a robust transit network	**Ongoing**
Monitoring: Ensure that the TDM programs are meeting targets and goals of the Climate Action Plan by reducing employee VMT.		• Data provides information on obstacles to success • Tracks progress over time	**Ongoing**
Downtown TDM Administration: Coordinate Downtown TDM activities.	P	• Increases Citywide awareness of TDM • Facilitates adoption of City strategies by downtown employers • Achieves economies of scale for TDM offerings	**Long-Term**

THREE YEAR GOALS OF TDM ACTION PLAN

Year 1 Goals:

- 33% reduction (284 passes) in Lakeview Garage parking passes issued
- 28% of downtown employees requesting parking cash out
  - o (Of the ~153 downtown employees, this includes 24 employees currently request parking pass plus 20 employees who currently use sustainable modes = 44 employees total)

Year 2 Goals:

(After Year 1, review and adjust fees to meet new reduction target.)

- 50% reduction (432 passes) in Lakeview Garage parking passes issued
- 35% of downtown employees requesting parking cash out
  - o (Of the ~153 downtown employees, this includes 36 employees currently request parking pass plus 30 employees who currently use sustainable modes = 66 employees total)

Year 3 Goals:

(After Year 2, review and adjust fees to meet new reduction target.)

- 67% reduction (576 passes) in Lakeview Garage parking passes issued
- 42% of downtown employees requesting parking cash out
  - o (Of the ~153 downtown employees, this includes 48 employees currently request parking pass plus 40 employees who currently use sustainable modes = 88 employees total)

At the end of year 3, the City should review progress and decide whether to adjust goals to reflect 3-year trends, implement no new changes because the TDM efforts are working, or seek to add disincentives (e.g., parking fees) to complement incentives. This changes the TDM program from being a voluntary incentive-based approach to a mixture of incentives and disincentives, which have a greater impact on transportation behavior than singular strategies implemented on their own.

Estimated 3-Year Financials: Transit Pass and Parking Cash Out (Downtown Employees) Pro Forma

	Year 1	Year 2	Year 3
Expenses	$33,704	$51,794	$77,898
Revenue	$21,600	$32,400	$43,200
Net Operating Income	($12,104)	($19,394)	($34,698)

Notes and Assumptions

- The projected expenses and revenues above are based on the policy and operations recommendations from the TDM Action Plan.
- Figures do not include costs/revenue described in the Downtown Parking Study.
- Figures do not include additional revenue from leasing additional Lakeview Garage parking capacity due to anticipated other downtown garage parking projects.
- The start date for any of the proposed work in the TDM Action Plan would begin in FY17 or later.

Transportation Costs

	Year 1	Year 2	Year 3
Bike Share	$0	$0	$0
CATMA	$13,000	$13,000	$13,000
CarShare VT	$2,440	$2,600	$2,776
Transit	$7,704	$8,474	$9,322
Parking Cash Out	$10,560	$27,720	$52,800
TOTAL COSTS	$33,704	$51,794	$77,898
PARKING LEASE REVENUE	$21,600	$32,400	$43,200
NET COST	($12,104)	($19,394)	($34,698)

Notes and Assumptions

- Bike share program subsidized by BlueCross BlueShield Vermont.
- CATMA membership fee no longer subsidized by federal grant or membership base.
- Estimated 12 new employees would join CarShare Vermont each year (1 per month), and usage/fees would increase by 10% each year.
- Transit ridership costs estimated to increase 10% per year. Transit rides discounted at 28% per ride through the City's membership with CATMA.
- Parking cash out: About 72 parking passes are issued currently per month to City employees, about 1/3 of which (~24 spaces) are not used, and about 2/3 (~48 spaces) are used less than half the time. Parking cash out is priced at $20/per pass in year 1, $35/per pass in year 2, and $50/per pass in year 3. An estimated 44 employees would choose the parking cash out in year 1, 66 in year 2, and 88 in year 3:
  - o This includes 24 employees who currently choose a parking pass (but do not use) in year 1, 36 employees in year 2, and 48 employees in year 3.
  - o This includes estimate of downtown employees who currently walk, bike, or "other" and would choose parking cash out (20 in year 1, 30 in year 2, and 40 in year 3).
- Parking lease revenue would be from spaces freed by employees requesting cash out rather than parking pass (24 spaces in year 1, 36 in year 2, 48 in year 3).

Highlights

Between June 2013 and July 2014, the City paid $31,050 towards employee commute and transportation options in the form of subsidized parking spaces, transit passes, CATMA membership, and CarShare VT membership/usage. The true cost of these services is estimated at $104,664.

For example, the City of Burlington provides "free" parking in the Lakeside Garage for employees working in the downtown core. Although provided at no-cost to staff, the City pays $20 per pass, per interested employee regardless of whether or how often the pass is used per month.

Between June 2013-July 2014, the City bought 862 parking passes (at $20 per pass), or approximately 72 passes per month, for a total cost of $17,240. Had those spaces been leased at the $75 market rate, the City would have generated revenue of $64,650. An internal study conducted previously by the City suggests that two-thirds of these staff passes are used less than half the time, and that close to one-third of the passes may not be used at all. Unlike the peer communities noted in this TDM Action Plan, the City of Burlington is the only one to provide free parking to employees.

While the Lakeview Garage has ample space to meet existing demand, scheduled repairs in the Marketplace Garage will at least temporarily decrease the overall downtown parking supply, which will increase demand for the Lakeside garage. There is also redevelopment planned for the downtown shopping mall. This may include demolition of the Cherry Street Garage, perhaps permanently reducing the City's overall parking assets by ~700 spaces. The demand for spaces in the Lakeview Garage will be immediate and it will likely be at capacity when those downtown garage projects begin.

The City also provides transit passes (10-ride and monthly) to City staff upon request. These are purchased by the City from CCTA at market rate. The City pays upfront and incurs that cost whether or not the passes are used. This report recommends that the City switch from its current system to an Unlimited Access transit pass program—starting with paper passes that have no production charges—where the City would incur costs on a per-ride basis.

The City also provides CarShare Vermont membership to City staff. Monthly membership fees and per-use charges are borne by individual departments. Membership allows employees to commute sustainably (walk, bike, transit, carpool) but maintain access to a vehicle for work-related trips.

At present, City departments are billed separately for their respective staffs' use of transportation services. Because departments are charged individually, and because bus passes and CarShare Vermont monthly membership fees are more costly than subsidized parking passes, anecdotal evidence suggests that departments are discouraged from encouraging staff to use alternative modes of transit. Hence, this report recommends that the City pay for commuting programs through the General Fund, removing the burden from individual and limited departmental budgets.

This report also suggests the implementation of a Parking Cash Out program in which employees receive a cash incentive for not accepting a parking pass. According to the literature, this may require up to 50 hours of administrative time per year, depending on the number of employees taking advantage of this program. When the policies and procedures of this program are established and become routine for Human Resources staff, this is anticipated to result in an additional 1-3 hours per month of administration by the Human Resources department. In addition, CATMA has expressed readiness to assist with employee data analysis as part of the City's associate membership. If and when a downtown Parking and Transportation Management District is created, as recommended in the Downtown Parking and Transportation Management Plan, TDM services could ultimately be provided by a Downtown Improvement District and/or a Transportation Management Association (TMA), such as CATMA. The DID/TMA would service many downtown businesses, including the City of Burlington as an employer, and likely reduce or eliminate time spent by HR staff on transportation programs.

With completion of this TDM Action Plan, a second phase study is planned to examine in more detail the economic costs, technological issues, and other details and logistics associated with the design and implementation of a Unlimited Access/Universal Transit Pass Program, and a Parking-Cash Out/ Commute Allowance Program as outlined in this Plan. The goal is to pilot these efforts with the City of Burlington as a downtown employer, and to examine its potential to serve as a model for the downtown business community.

BURLINGTON

DRAFT Timeline for Parking and Transportation Plans

Version 10/2/15

Date	Downtown Parking & Transportation Plan	Residential Parking Plan	TDM Action Plan	Report on Parking Requirements for Downtown Development
7/15/15	DPW Commission: Presentation on downtown and residential plans			
8/10/15	City Council: Presentation on draft plan			
9/8/15		City Council: Resolution calling for presentation and public forum on the residential plan passed		
9/16/15	DPW Commission: Presentation and feedback on proposed process			
9/21/15	City Council: Presentation and feedback on proposed process			
10/5/15	Distribute final process and timeline information to public			
10/16/15	Full draft document is online for public review	Full draft document is online for public review	Full draft document is online for public review	
Week of 10/19/15		4th Advisory Cmte Mtg		
10/21/2015 or 10/28/15	DPW Commission: Overview of how all plans interrelate and update on residential plan (TBD)			
10/26/15	City Council: Presentation on residential plan and how other plans interrelate, public forum			
10/27/15	Planning Commission: Presentation on downtown, residential and TDM plans			
Late-Oct / Early Nov	Public forum on draft plan			
11/3/15	Parks Commission: Presentation on downtown and residential plans			
11/15/15	End of public comment period			
12/1/15	Parking Advisory Cmte sends final draft to City Council, posted online	Final draft plan is posted online	Final plan is posted online	
12/7/15	City Council: Votes to accept plan			
12/16/15		DPW Commission: Votes to accept plan		
Dec. 2015				Planning Commission: Presentation on downtown parking zoning report recommendations
Jan. 2016				City Council: Presention on downtown parking zoning report recommendations

The documents referenced above can be reviewed at www.ParkBurlington.com.

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Summary of Public Comments on Draft Plan

The **Draft planBTV South End** document was released at two events on June 16 and 17, 2015. The Draft Plan was available for public comment online and around the community until October 1, 2015. The comments received on the Draft Plan during this period have been posted in their entirety on the planBTV South End website at: https://www.burlingtonvt.gov/planBTV/planBTV-South-End-Draft-Public-Comment#overlay-context= This document provides a summary of these comments for the Planning Commission's use in its upcoming discussions of the Draft Plan. The comments are organized topically, according to the sections of the Plan.

Over the next several meetings, the Planning Commission will review sections of the draft Plan, public comments on these sections, and receive staff recommendations, if any, on modifications to these sections. The Planning Commission, following discussion, will instruct staff on items that they feel should be updated in a final draft of the Plan. Staff proposes the following schedule for reviewing the Plan's topical sections:

- October 27, 2015: Housing
- November 10, 2015: Economic Development & Arts and Affordability
- November 24, 2015: Mobility
- December 8, 2015: Open Space, Stormwater & Brownfields/Superfund Site

The second part of the Plan applies these topics to specific locations within the focus area. During each topical discussion above, the geographic location in which the recommendations apply will be noted.

General Comments on the Plan

- The draft Plan is titled "planBTV South End;" however, the Plan seems to focus its physical and policy recommendations on the focus area defined by the Enterprise Zone. Questions were raised on whether the Plan should either 1) expand the focus to be more explicit about recommendations for the entire South End area, or 2) be renamed to reflect that the Plan is primarily for the Enterprise Zone.
- The Plan is too "glitzy," with colors, fonts and layouts that make the Plan's recommendations difficult to read and interpret. Additionally, it was felt that the draft Plan lacks a strong Executive Summary and Conclusion.
- There was some desire to slow down the adoption process and establish a multi-disciplinary working group including stakeholders from the South End to make revisions to the draft Plan and bring it to completion.
- Concerns were expressed that the Plan is not a reflection of public input, but rather a statement of the City's agenda. In particular, the public process demonstrated that the opinions of the community vary widely on important elements, such as housing and the Champlain Parkway, but the policy recommendations in the draft Plan do not necessarily reflect the degree to which these opinions vary. Others, however, note that the Plan has done a good job of balancing the polarized opinions regarding the future of the South End.

The programs and services of the City of Burlington are accessible to people with disabilities. For accessibility information call 865-7188 (for TTY users 865-7142).

- Some felt that the Plan needs bigger goals and smaller first steps. In particular, concerns were shared that the Plan does not seem visionary enough when considering climate resiliency, green infrastructure, alternative transportation, and community health in the 21st Century. Suggestions were shared that a model like Energy 2030 Districts or Eco-Districts should be the focus of the future, rather than New Urbanist principles.
- Concerns were expressed regarding the intent and scientific validity of the artists' survey from Phase I, and comments were shared that statistics in the draft Plan do not accurately represent artists' demand/desire for housing and workspace in the South End.
- There were general comments about missing references throughout the Plan to items such as artists' role in the industry sectors, public health, and Burlington Electric Department as an employer in the South End.

Economic Development

- Many comments were shared that the key to economic development in the South End is through the preservation of space exclusively for industry and the current zoning which protects this area.
- The draft Plan does not place enough recognition on the continued presence and significance of manufacturing/industry in the South End. In addition to resources to support the growth of the arts and maker industries, there should also be resources and tools available to support existing manufacturing jobs and ensure the South End's sustainability as a location for this industry. Additional research is needed on what "messy/noisy" jobs could be brought to the South End to replace businesses as they leave.
- Money should be allocated to assist with arts and entrepreneurship as a business growth opportunity, as well as to use as an incentive to attract/support industry.
- Some felt that a better job could be done with marketing and signage to promote the South End to tourists much like the activities downtown and on the waterfront.
- General support for the location of City Market in the South End, but a caution about any zoning changes that emphasize retail so that 1) the character of the district for industry is not jeopardized and 2) the area does not become an "entertainment district" with such unintended consequences on the surrounding residential areas as noise and parking.

Preservation of Arts & Affordability

- Concerns were expressed that the area is already becoming unaffordable and difficult to find space for arts and industry to grow, and that the market pressure introduced by allowing housing in the Enterprise Zone will drive out the presence of these uses. In fact, some felt that the recommendations to introduce housing in the Enterprise Zone directly contradicted the state goals/policies in this section of the Plan.
- Some shared the idea that perhaps the Enterprise Zone's regulations could be stricter.
- Some supported the Plan's recommendations for preserving affordability, such as the incentives to property owners to improve spaces without raising rents; others offered ideas for alternative ownership models, such as a Champlain Housing Trust model for arts space.
- A general comment was made that it needs to be recognized that needs for art space includes all forms of art- including performance spaces.

Mobility

- In general, there were mixed reactions to the Plan's recommendations for vehicular and alternative transportation improvements, new street and bike path connections, and new parking resources in the South End.
- Opponents of the Champlain Parkway feel that the connection will increase traffic congestion on Pine Street and other streets throughout the South End. Many comments refered to the Parkway as "20th Century" transportation planning, and expressed frustration that the design of the Parkway was not open to discussion

in the South End planning process. Furthermore, the comment was made that any references to the Parkway should indicate "proposed" rather than "future."

- Supporters of the Champlain Parkway feel that the connection, while it might impose some challenges in the short term, could be a long-term solution to traffic congestion on Pine Street, and that if planned properly, bike, pedestrian and vehicular safety elements could become a critical benefit of the connection.
- Still others felt that the Champlain Parkway may not provide significant enough a benfit to justify the expense, but provided input on its design should it continue to move forward. These comments were primarily regarding bike and pedestrian facilities and neighborhood street connections.
- There was generally support for recommendations that will make the Pine Street corridor more like the "complete street" proposed for North Avenue and that will promote traffic calming throughout the South End. Some comments suggested that the Plan should do more to emphasize transportation improvements not related to single occupant vehicles (SOV) and advocated for improved bicycle facilities along the length of Pine Street.
- Opponents of new parking facilities in the South End cited these facilities as encouraging SOV use and not being forward thinking for the future of transportation. Additionally, some felt that the Plan should give more consideration to shared parking lots rather than new parking structures and that parking structures shouldn't be built on valuable lots in the South End. Supporters felt that this could help attract businesses in the South End, and that the garages could utilize solar power to provide electric car charging stations.
- Many comments were shared about improving the access to and frequency of transit in the South End. Several ideas were shared about a South End shuttle to connect the furthest extents of the South End to downtown and the waterfront. This was also tied to suggestions about a Park & Ride station either on a lot in the South End or on the improved area that is intended to become the Champlain Parkway.
- Some felt that elements of mobility were missing or underrepresented in the Plan, such as ADA improvements and access to transit for the elderly and disabled, and the future of the railyard and the potential to restablish rail service to Montreal.

Public Open Spaces & Connections

- In general, comments supported the Plan's recommendations for preservation of existing open spaces and locations of new ones, such as a new open space on the Barge Canal site and on part of the Blogett Factory site.
- Many users submitted comments about a community center, like the Miller Center, for the South End. This was especially desired by residents living in units operated by the Housing Authority, who felt that the community spaces and programs in their residential communities weren't sufficient. Some comments mentioned that kids want a pool in a park in the South End.
- There were several comments submitted that the Plan should put more emphasis on sustainable/green infrastructure and demonstration projects in the South End.

Brownfields & a Superfund Site

- There were mixed reactions to the consideration of the Barge Canal site for anything other than an urban wild area. Opposition stated that the superfund site should not be disturbed for anything more intensive than a potential bike/pedestrian connection to the lake. Supporters felt that the site could be a key location for infill to achieve some of the Plan's goals without taking industrial properties for redevelopment.
- One comment indicated that resources like the CSWD Drop-Off Center and Resource should be preserved somewhere in the South End, while things like the Flynn Ave mini-storage and the tank farm could be removed.

Managing Stormwater

- A comment was shared that the recent stormwater/streetscape elements in St. Albans could be used as a model for the South End.
- Comments reiterated concerns about the health of Lake Champlain due to stormwater runoff and incidents of flooding near the Pine Street/Lakeside Ave intersection.

Housing

- In general, reactions to housing in the South End and the Enterprise Zone were mixed. While there was recognition that the City needs more housing, reactions to the recommendations to selectively introduce some of this housing into the South End were wide-ranging. Regardless of whether or not comments supported or opposed housing in the Enterprise Zone, comments all referenced the need for affordable/workforce housing and housing for families and professionals in the "middle"—making too much to receive housing assistance, but not enough to afford market rate.
- Opponents agreed that there is a need for housing, but are specifically opposed to housing in the Enterprise Zone. These comments cite statistics about the small percent of the city's land area to which this zoning applies, and expressed the concern that the introduction of housing will drive up the costs of land and space, pushing out industrial and arts uses. Furthermore, many comments questioned the actual demand for housing in the Enterprise Zone, stating that the results of the artists' survey were misrepresented to make a case for housing, and that some employers stated housing was not a concern in their ability to recruit employees.
- Proponents note that a mix of uses is vital to a healthy neighborhood, that nearly all employers cite a lack of quality, affordable housing as an obstacle to attracting qualified employees and that housing where jobs are located can help support other Plan goals for economic development, alternative transportation and sustainable development. Some shared comments that instead of saying "no" to housing in the Enterprise Zone, there should be a careful, strategic discussion about sites that make sense for housing—such as near bus stops and bike routes.
- Other shared comments in the middle, that housing in the South End was a good thing outside of the Enterprise Zone, and supported recommendations for multi-family housing behind Champlain Elementary and other infill sites outide the district. Some comments even suggested potential housing on underutilized sites along Shelburne Road and in South Burlington.
- Some comments were shared that it seems the City is focusing too much on "big development" and that an analysis of sites currently zoned for residential use with the capacity to be redeveloped should be completed, prior to entertaining any changes to the Enterprise Zone.

Reinforced Arts Hub: Maple Street to Locust Street

- Several comments regarding the use of the Barge Canal were shared—primarily regarding leaving the site untouched.
- A comment cautioned against infill development just for the sake of development without first knowing what uses will be accommodated.
- A comment was shared that some of the new street connections didn't seem to be a good resource, and stated that part of the appeal of the South End is exploring it on foot and by bike.

Maker'hood Center: Locust Street to Sears Lane

- Comments acknowledged that many of the uses allowed in the Enterprise Zone today aren't allowed elsewhere in the City, so the preservation of that area is important. Instead of encouraging higher end uses, the focus should be on helping the traditional industries in the area thrive/regenerate.
- There was some support for the use of parking lots as locations for new buildings or parks, but there was concern that it would be too expensive to be feasible.

- Some supported recommendations for sidewalks on Sears Lane and the proposed emergency connection into the Lakeside neighborhood. Others shared support for City Market opening a new location in this area.

Eclectic Ecosystem: Sears Lane to Home Avenue

- If the Parkway gets built, need to make sure that a connection to the lake is maintained.
- Should add a crosswalk at the intersection of Home Ave & Wells St.

R&D- Room to Grow: Home Ave to Queen City Park Road

- Concerns were shared that if the Parkway is going to be designed as more of a neighborhood street, with lower design speeds, then a cul-de-sac at the end of Pine Street doesn't make sense. It was suggested that a traffic light could be included, potentially as a traffic calming strategy.
- There was some opposition to locating a parking structure on the last unused plot of land on Industrial Parkway.
- A comment was made that there should be a reference to Red Rocks Park, even though it is located in South Burlington.

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Yves Bradley, Chair
Bruce Baker, Vice-Chair
Lee Buffinton
Emily Lee
Andy Montroll
Harris Roen
Jennifer Wallace-Brodeur
vacant, Youth Member

Burlington Planning Commission

Tuesday, October 6, 2015 - 6:30 P.M.
Conference Room #12, Ground Floor, City Hall, 149 Church Street

MINUTES

Present: B. Baker, H. Roen, L. Buffinton, Y Bradley, A Montroll
Absent: E Lee, J Wallace-Brodeur
Staff: D White, M Tuttle, E Tillotson

I. Agenda 6:33

No Changes

II. Public Forum 6:35

Martha Lang, resident of Colchester Avenue: At the last Commission meeting, she made points about a proposed change in the zoning ordinance overlay district which will affect the building height allowance and also must include changes to the use and density. *On page 5, changes to all three items together overlay reason for questionable statement, ????????*

Barbara Headrick: States that she believes there are conflicts of interest relative to the parking study(ies) being conducted. A member of the UVM parking team was appointed as a member of the City Residential Parking Study, which is documented in the February 15th meeting minutes. The UVM Director of Parking has stated that the five year plan is to move parking away from the campus core and to the periphery of the campus. He has an agenda which has tainted the recommendations in the report from RSG which is due on Oct 27th. The report now contains corrupted recommendations. It is not right for the Planning Commission to vote on these recommendations, they should go to full public. This issue should be addressed now and should be rewritten containing no conflict of interest.

Report of the Chair

- The Exec. Committee discussed a joint work session with the City Council as a means to streamline the process. It was the Mayor's suggestion to reach out to Chair Jane Knodell in an effort to work with the Council. He has discussed this with the Mayor so that the Mayor will be up to speed on the process.
- A question was raised about how FBC would affect historic building materials. The FBC additions doesn't really address this issue, its mission is not to rewrite the zoning ordinance. Major impact review will be addressed. There is consensus around the issue of historic building materials.
- Thank you to B Headrick for summarizing the Exec. Committee meeting today, but asked that in the future she please share them with the Committee members themselves.

III. Report of the Director

- Welcome to Meagan Tuttle, our new comprehensive planner, and she is doing an awesome job already.
- The Planning Department reorganization is going to the City Council finance committee the end of this month.
- Mary O'Neil, Kirsten Merriman, Peter Owens, and myself were invited to tour the newly restored Waterbury State offices by Freeman French Freeman Architects. This was an incredible investment that the state has made on our behalf. They took on an effort to showcase best practices of construction and respect for the historical impact in all aspects. Their effort to do it and do it right, set the example of what we need to live up to.
- Last week attended the NECAPPA conference in Portland, Maine along with Scott Gustin where there were many useful topics presented including a look at residential zoning on the Portland peninsula, which is the core of their downtown. Portland went through a very detailed process to examine all of the aspects for zoning changes to fit the actual circumstances. The community was engaged early and it was not an upzoning, but putting in place a process to evolve. We have the same needs to undertake this kind of process in Burlington.

Y Bradley: Are there lessons to be learned which we should apply in Burlington from the work done on the state complex?

D White: The state looked at the core of buildings, removed about 50% and added back about 30% of structures. They preserved brick, slate, and wooden windows above the water line of building, maintaining the previous quality. One thing that did get saved was the smoke stack for the old boiler although there is no longer a boiler. It was saved as an iconic image but has actually lost its context. The front door of the central building is a porte cochere, but will not an actual entrance to the building – too bad, a missed opportunity where there is true context and function.

Y Bradley: This will be interesting change for our local community since after hurricane Irene a lot of office space was locally utilized by the State and that will now change.

IV. <u>Burlington College Land Plan</u>

<u>Y Bradley</u>: Will recuse himself since he is involved with Burlington College.

<u>L Buffinton</u>: Wishes to disclose that she works for CHT and has an interest in the buildings.

<u>Eric Farrell</u>: As background, before February, there were 33.65 acres in three parcels. On February 27 he acquired the majority of the property extends to Texaco Beach with about five acres retained by Burlington College. He has since agreed to purchase the remaining college property in order to help them financially, and he currently has permits to convert the orphanage to housing.

Over the past several months he has undertaken a public outreach process sponsored by the VT Land Trust and the Dept. of Parks, Recreation and Waterfront to find balance between the need for open space and residential development. It is possible to develop 800 + units on this site and inclusionary housing will be required.

The outcome of this process will be memorialized in a development agreement between the VT Land Trust, CHT, the City and himself. There is a need for the underlying zoning to be amended, specific to building height. The city wants the land where the highest buildings could be built. The plan may continue to evolve, but currently includes about 770 units including 160 affordable, a mix of rental and owned. As currently envisioned, CHT and Cathedral Square will be partners in development of the inclusionary units which will meet or exceet the current Inclusionary Zoning requirements for the site. The plan also includes ~12 acres of open space (including the trail between North Ave and the bikepath, the slope and Texaco Beach) that will be sold to the City. This protected open space will close the remaining gap in public ownership of the lakeshore between Waterfront Park and North Beach.

He is asking the Commission to consider rezoning the entire site to allow for more mixed use – some version of NAC (neighborhood activity center zone). The current zoning of the property (Waterfront Residential – Medium Density) doesn't work well on this site for a number of reasons – he would like to include non-residential uses such as food service, retail and offices that the current WRM doesn't allow; he has attempted

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to keep the density closer to North Avenue where it can complement the historic orphanage building rather than force it to the middle of the lot away from the street; in working with CHT to develop the inclusionary housing, he needs some clarity that these units could be built on a separate parcel and on a different schedule than the remaining project; and, the parking requirements are high given that it's on CCTA's most heavily used route, especially with the bike and recreation path accessibility.

D White: Reiterated that the property has been zoned waterfront residential medium density for a long time, not open space. In regard to the height limits, agrees that the current zoning height limits don't make sense and has encouraged the developer to place it where there is more development near street. Development needs to compliment the orphanage with activity level on street. The city has long had an interest in the bluff beach and trail; it is within a mile of downtown. There is a lot of potential; specific zoning issues need to be identified. Some form of Neighborhood Activity Center (NAC) zoning makes a lot of sense here.

Sharon Bushor, City Councilor: Will new buildings equal the height of the existing orphanage or be higher? She likes the open space corridor.

A Montroll: Is concerned about how the most north western parcel dictates the use of the open space.

E Farrell: The area closest to the Avenue is pretty flat, and the proposed buildings are about the height of the eaves of the orphanage. The site then begins to slope away towards the lake to the point where the roof of a 4-5 story building farthest north-west would be about sidewalk level on the Avenue. He has worked with CHT and the other organizations involved and expended an enormous amount of energy to compose a plan.

Charles Simpson, Ward 6: Is concerned about planned unit development (PUD), which eliminates virtually all open space, like Grammercy Park for the residents. The sale of property happened at the time Y Bradley was Chair of the Board of Burlington College. The sale was predicated on possible zoning changes.

Amy Radcliffe: Works in the south end, a development of almost 770 units is big development and a perfect opportunity to address the housing middle zone which is really needed. This project won't do that much to alleviate that specific need. Let's do it in a way that actually helps the problem.

Joanne Hunt: Lives in the new north end. She is a nurse practitioner, and a strong advocate of open natural space; this is not the place for development. It is the last truly open space in the city. The project should be more creative, there should be more public process, and it doesn't meet for some housing needs. It could be a more inclusionary process

Barbara McGrew, Ward 3: She objects that the developer can request changes in the zoning code. It breaks the zoning code and is not the right way to approach this.

Ruby Perry: Wishes to speak to climate change, doesn't know who is the body to speak to. She is addressing the Commission, has addressed the Conservation Board and the City Council, believing that the future must be considered in the simplest way possible which is economic. Her job is to speak to the future; it should be logical to consider and weigh the future that we face, and not deny the climate change that is going on. This specific land should be a mitigating factor in the climate, where is this considered, the value of land in supporting human life? Somebody has to consider this. It is a moral responsibility to address climate change, she is concerned about development. Individuals look to government to make these judgements. Making money is not the bottom line. Burlington will not continue to be a livable city because we have fed the tax base. This is a piece of land that has been a part of the commons for a very long time. You are the decision makers. I don't hear that discussed, I don't hear that subject raised. I hope you are the body that will address this.

L Buffinton: As an environmentalist, the key is to remember that the bulk of the environmental issue is coming from cars. Highly clustered development in the city does make sense to be efficient like this.

A Montroll: The zoning along the bike path is residential medium density and recreational conservation (RM & RCO). How much can be developed now? Looking at it under the current zoning regulations it would appear to be pretty much all developed, and in continuous neighborhoods and fits together, this doesn't really fit. In RM you would expect that all that is developable would be developed. I don't think this is the right zoning for this area and I am open to looking for alternative zoning. The city had many opportunities to purchase the land and choose not to.

H Roen: In brief, he appreciates the work done with the land trusts and the parks and recreation department. He has no problem with the land being developed and wants to see the best project possible here.

D Gayer: Refers back to a public meeting in August, where Gil Livingston and others joined in a discussion with the focus that this be an innovative project, energy efficient, with different types ownership, other approaches to formulating a neighborhood. She doesn't see that now. The application has to be specific two different parcels and since it is two different developments and they don't speak to each other now. The open space, orphanage, housing project should all speak to each other. The lake is now visible from North Avenue, how will this space look from the lake? She would suggest that the process go back to innovation to create a relationship, there could be more freedom in the site plan.

Ibnar Avilix: Is the Fire Marshal involved, are the schools involved?

B Baker: The Development Review Board would address these questions.

I Avilix: In relation to profitability, what information is available? Do we see the numbers or do we just take the information as presented?

D White: If the developer can't meet certain city development standards they may made the argument regarding economic feasibility, but typically the zoning review process does not look at profitability.

V. planBTV: South End Master Plan Draft Update/Revisions

L Buffinton: Looking to clarify if we are saying no housing for now in the enterprise zone. Thinks there could be some good examples where this could work.

B Baker: We are discussing that now.

A Montroll: It seems that we should start the discussion with a summary of comments, including highlights.

D White: He will provide a summary on a topic by topic basis which should be ready in time for the next meeting. Housing has been the number 1 topic from day one. Housing can be a tool for on-going vitality, but it also raises real and serious concerns.

B Baker: Perhaps the next agenda should be a discussion of just housing.

C Simpson: It is important to discuss how to deepen and strengthen non gentrification, the incubator characteristics; the city has a big influence on that aspect of the plan.

B Baker: We will start with this for our next meeting.

VI. Committee Reports

Long Range Planning Committee: H Roen: A fairly substantial group of people are still dissatisfied with the planBTV South End proposals. There was a lot of frustration during an intense meeting. The big issues are housing in the enterprise zone, the southern connector, the barge canal, stormwater dead ending on Pine Street

D White: There continues to be a fundamental lack of understanding about the planning process – this is not an end but a beginning. Charles Simpson was spot on about the process - conversations will go on for years around implementation of any of the ideas put forth.

Executive Committee: Met earlier today.

Ordinance Committee: Met today. They are in receipt of a memorandum from Frank von Turkovich. The committee was open to discussing his proposal.

D White: I don't see any rational for creating another core campus area relative to this proposal.

L Buffinton: A little more flexibility for mixed use could be a good thing. Rezoning Fletcher Place should be on the agenda for the next Ordinance Committee meeting.

Joint FBC Committee: Continues to make progress and hoping for completion in December.

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VII. Commissioner Items

There were none.

VIII. Minutes/Communications

On a motion by A Montroll, seconded by H Roen, the minutes of September 22 with corrections were unanimously approved.

Adjourn

On a motion by A Montroll, seconded by L Buffinton, the Commission unanimously adjourned at 8:40 pm.

, 2015
Y. Bradley, Chair

E. Tillotson, Recording Secretary

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vacant, Youth Member

Burlington Planning Commission

Tuesday, September 22, 2015 - 6:30 P.M.
Conference Room #12, Ground Floor, City Hall, 149 Church Street

MINUTES

Present: B. Baker, H. Roen, L. Buffinton, Y Bradley J Wallace-Brodeur, A Montroll, E Lee
Absent:
Staff: D White, E Tillotson

I. Agenda 6:33

No Changes.

II. Public Forum 6:35pm

Martha Lang, 138 Colchester Avenue: Wishes to address the UVM Medical Center request. She is not opposed to the sale of an acre of land, or the height of the proposed building. UVM sold the hospital one acre of land not zoned for hospital use. Section 4.5.2.b of the CDO does not permit hospital use. During the process of a height change amendment there should be a use change as well. It is important to incorporate the use change now. A presentation is not necessary for the current inpatient building. Planning and Zoning and the UVM Medical school have known for over a year that this change would need to happen. She filed an appeal six weeks ago, and the zoning are overlays need to be changed.

Sharon Bushor, City Councilor: Tonight expressed concern about requested zoning change for Colchester Avenue and Fletcher Place to change to the zoning to residential low density. Notification has gone out to residents, one resident has sold their house, it is sad that they felt pushed out. Did the meeting go forward? She was not able to make meeting? Has there been any action? And as a neighbor of UVM Medical Center and an employee, as well, how will green roofs be considered as lot coverage. She doesn't feel as if it should count as an allowance to offset coverage. Run off and stormwater issues still exist. How are the Planning Commission considering this? What position are they taking? She would caution as using this as an incentive. This has nothing to do with the hospital. The Downtown mall is considering parks and other green spaces in their proposal. She doesn't see that as a huge open space advocate, balance is needed.

B Baker: Speaks as a member of the Ordinance Committee. At the meeting when the proposed zoning change on Colchester Avenue and Fletcher Place were presented, no one came forward except F von Turkovich. No action was taken, the Committee is hoping for action on future agenda.

III. Report of the Chair

Y Bradley: Wishes to thank the Commission on an exemplary job working with people from the south end and listening. The Planning and Zoning Department and the Commission take what they do very seriously, they are doing a fantastic job. Kudos! There are a few fairly large projects coming to the Commission. There was discussion of bringing planBTV South End to the LRPC, but the Executive Committee feels that the whole

Commission should look at it since it is so important and the public wants transparency, so it will go to the whole Planning Commission.

B Baker: The process is beginning to address major issues, we must be sure to give ample notice to the public.

A Montroll: It is likely that there will be a handful of major issues and likely to be some changes to be made in the document. A revised draft, and more review is forthcoming, he suspects housing will not be a part of the document. D White will put together a list of major issues, for discussion.

B Baker: Major things are going on at the mall, the Commission needs to commit to the importance of the process and needs to streamline the process and make it efficient.

Y Bradley: When I was a Police Commissioner, we encouraged people not to be repetitive, there is such a need to be efficient. We have FBC coming, we need at least four meetings for planBTV South End, and we need an opportunity for everyone to weigh in. I have been asked "Are you in conflict?", in this case with City Market, I am their broker, and completely conflicted. On the October 6th meeting there will be discussion of the North Avenue Burlington College/Eric Farrell property and I am chair of the Burlington College Board, and involved with the college and selecting E Farrell as a developer could be a perceived conflict, so therefore will not participate so there is no question of a conflict of interest.

IV. Report of the Director

Was out last week with a family celebration in Colorado, where there are interesting land use challenges.

Our new comprehensive Planner, Meghan Tuttle is due in office October 5th and we are excited to have her joining us.

FBC Joint Committee will meet next week.

The front office is swamped, during this period of short staffing, the development review staff is out straight.

The Planning Commission work right now is high priority and high pressure; it will be a busy fall.

The next Planning Commission will be October 6th, not the 13th.

V. <u>City Market in the South End</u>

Chair Y Bradley, is representing one of the parties to this possible acquisition and therefore recused himself. Vice Chair, B Baker leads the discussion.

John Tashiro, the new general manager at City Market: He is here to seek support, consideration, and guidance to allow a grocery store at 208 Flynn Avenue. He is very mindful that the City is working through South End planBTV. City market would need a zoning amendment to pursue project as they have planned it. The Coop has positive support form stakeholders in the area, but it is mindful that proper procedures must be followed, and they are willing and able to go through the process. They would like a way to be considered in conjunction with planBTV South End Master Plan.

L Buffinton: Is the property all in one zone?

D White: Yes the enterprise zone.

H Roen: The presentation seems great; he was exposed to the proposal at the NPA Ward 5 meeting which was well attended and supportive. It appears to be a win-win situation and a good direction to go.

J Tashiro: The downtown store at 12,000 square feet would be retained. Proposed is 16,000 square feet with a larger parking lot. The space to be used is about two acres, and two acres will be undeveloped.

B Baker: Any comment from staff?

D White: It is great timing, considering the current conversation with the south end. Our zoning ordinance has to comply with the City municipal plan and we want to be sure that this possibility is included in the drafting of the South End planBTV and encourage the zoning amendment at the same time.

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B Baker: And what about the current MDP?

D White: It leaves a lot of areas in question. It would behoove us if the Commission supports it, grocery stores over 10,000 square feet are not currently encouraged.

J Wallace-Brodeur: How about access via public transit?

J Tashiro: Passes out a proposed layout, Pat Burns will be the project manager/clerk of the works.

P Burns: We are exploring several ways to arrange transportation and want people on Flynn Avenue to have easy access. We are just beginning the conversation with CCTA.

A Montroll: When would this discussion happen?

D White: As part of the next PC meeting, it is a topic of conversation in the south end plan already, in anticipation. Similar to the downtown and waterfront, there were some amendments previous to adoption of the plan.

L Buffinton: Is very excited about the project. Transportation enhancements with improvements.

J Tashiro: Part of our hope and planning is to be about a mile away from downtown. We want to increase the impact that we have in the community. This coop is the single highest selling coop in the nation. We hope to continue to enhance our impact in south end. Streamlining the process is very appealing to the coop since we are working against the clock

H Roen: This project is fairly non-controversial, an amendment should be possible once we have checked with the MVP to be sure there are no contradictions.

D White: The change is necessary to be sure that it is incorporated in south end plan, then figuring what part of the enterprise zone should be affected. He has not heard anyone voicing concerns about this proposal.

A Montroll: This proposal is still a lot smaller than chain supermarkets. Medium size could be considered.

L Buffinton: That is a great idea.

B Baker: The question is getting into the how to structure it.

J Wallace-Brodeur: Could we get some language at the next meeting?

D White: It is worth thinking about size, and then thinking about four different portions of the enterprise zone. It should be possible to do this pretty quickly.

B Baker: Could this be a next agenda item?

P Burns: The Barrett truck traffic would relocate to another area.

D White: Yes, he will return with recommendations and ideas.

VI. <u>UVM Medical Center Zoning Amendment Request</u>

Gail Henderson-King, David Keelty, Jason Williams.

G Henderson-King: Presents the proposed amendments to the CDO in the Commission packet and discusses overviews and updates to address change to the signage ordinance to enhance illumination of the UVM Medical Center signs, especially to the emergency department.

1 The hospital and the university have instituted a global name change.

2 The institutional campus core overlay district adjustment results in no change in use or density.

3 The adjustment to the signage ordinance which is something that was allowed before the 2007 rewrite, trying to make signage more effective.

4 Lot coverage is silent on green roofs/stormwater incentives. They would suggest partial credit depending on access and other circumstances.

D Keelty: Proposes a hearing about green roofs since the current ordinance appears to be contradictory and there is a lot of incentive for this type of approach. They have installed a green roof for radiation/oncology which is designed for rainfall/stormwater. This is a good means to mitigate heat island effect.

L Buffinton: Hospitals are permitted uses in overlays.

D White: They are allowed uses in both overlays.

L Buffinton: Green roofs makes sense in terms of underground use, they read as open space. Some rooftop open space is available only for people who have access into those buildings. Another issue is maintenance of trays for green roof.

A Montroll: What about height overlays?

G Henderson-King and D Keelty: Are not looking for any change in height.

A Montroll: Is open to see some proposed language on the first three items but feels similar to E Lee on the 4th proposal. He would like to begin looking at the first three proposals.

Y Bradley: Agrees with both. Green roofs should be encouraged, they represent high cost and maintenance. Some sort of incentive should be considered.

H Roen: There is an incentive now for stormwater enhancements.

D White: There is, now a LID (low impact development) proposal for the Commission. The question is does it or does it not count as lot coverage.

J Wallace-Brodeur: Wants to see green roofs. If they are allowed as credit toward coverage, it is an incentive for the owner.

D White: Ultimately green roofs are very important tools which provide a myriad of benefits to manage stormwater, heat island effect, HVAC systems, etc.

A Montroll: The pattern of development and lot coverage should be considered. Green roof coverage allowance may or may not be appropriate.

S Bushor, City Councilor: A Montroll just said what I was going to say, we need a policy for the entire city, not just the hospital.

J Wallace-Brodeur: Any other ideas about incentives?

H Roen: The Conservation Board might be helpful.

Y Bradley: Basically there is agreement on the first three items; we need a presentation with options and benefits.

VII. <u>Mobile Home Parks</u>

D White: We ran out of time to discuss this previously. Farrington Mobile Home Park has formed a cooperative, they have a purchase and sale agreement. Our zoning ordinance is silent about mobile home parks. There is nothing that conforms to anything in our zoning ordinance. We have worked with the cooperative consultant and have created an amendment which is patterned off language in a model ordinance from the state to some extent, as well as what is actually occurring on the ground.
The amendment has two parts:

- first as if establishing a new park, with basic requirements.
- second to recognize an existing non-conforming park with definitions from HUD. This likely doesn't apply to tiny houses and would also incorporate state definitions.

On a motion by J Wallace-Brodeur, seconded by A Montroll, the Commission unanimously voted to warn the proposed amendment for public hearing.

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VIII. Committee Reports

Long Range Planning Committee:

H Roen: Will meet next week with a discussion of moving planBTV South End forward, and does not necessarily agree that people are satisfied with response.

Y Bradley: We are going to need to have opportunity for people to speak.

H Roen: Some public meetings have tended to shut out other people. David, can we have summary of web tool?

D White: That's the plan, to compile the items that people are most concerned about into two or three major issues.

A Montroll: There is a lot of passion about planBTV South End, he suspects the process will address concerns.

L Buffinton: Could we have visuals, since they speak volumes, especially of the four areas of the Enterprise zone? In the draft could we have the four areas delineated? And discussion of what are the distinctions? It is important that we speak about other aspects of the plan, traffic, etc.

Y Bradley: We need to hear the public on these issues, and then get the contentious issues addressed and off the table so we can deal with the remainder.

A Montroll: Geographic areas extended to Howard Street in FBC proved contentious so that area was removed, and were able to move on. Second were heights in Center City, both were big issues, which have been dealt with and then the process was able to move on and make progress.

L Buffinton: A few vocal voices apply to all four areas of the enterprise zone.

Y Bradley: It's a discussion we will have.

Executive Committee: Has just met.

Ordinance Committee: Will address the Fletcher Place rezone, only the developer was present at the hearing so there will be further meetings.

FBC Joint Committee: Meets next Tuesday, they anticipate five or six more meetings.

IX. Commissioner Items

There were none.

X. Minutes/Communications

There were no minutes/communications.

XI. Adjourn

On a motion by L Buffinton, seconded by B Baker, the Commission unanimously adjourned at 8:19 pm.

Y. Bradley, Chair

E. Tillotson, Recording Secretary

As approved by the Planning Commission on , 2015.

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E. Tillotson, Recording Secretary

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