

Burlington Planning Commission

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

Burlington Planning Commission Tuesday, January 11, 2022, 6:30 P.M. Remote Meeting via Zoom, with City Hall In-Person Option Minutes

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

I. Agenda

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

II. Public Forum

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

III. Chair's Report

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

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

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

Motion by:	Second by:	Vote: N/A
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Type: Discussion	Presented by: M Tuttle, S Gustin
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M Tuttle and S Gustin presented the draft ordinance along with staff notes and key questions for discussion. Commissioner discussion:

Maximum Parking & Related Standards

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

TDM Standards

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

Tuesday, January 11, 2022

VI. Commissioner Items

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| <ul style="list-style-type: none"> • Next meetings are January 25 and Feb 8 at 6:30pm • Next Executive Committee is January 25, 2022 at 5:30pm • Ordinance Committee- Met last week to discuss a proposal for an overlay for steep slopes, such as along Riverside Avenue. |
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VII. Minutes and Communications

Action: Approve the minutes, as amended, and accept the communications		
Motion by: A Friend	Second by: M Gaughan	Approved Unanimously
Minutes Approved: December 14, 2021, with correction to January meeting dates		
Communications Filed:		
<ul style="list-style-type: none"> • Documents included in agenda packet: https://www.burlingtonvt.gov/CityPlan/PC/Agendas 		

VIII. Adjourn

Adjournment	Time: 8:31pm
Motion: A Friend	Second: M Gaughan
Vote: Approved Unanimously	



Signed: January 27, 2022

Andy Montroll, Chair

Respectfully submitted by:



Meagan Tuttle, Director