



COMMUNITY & ECONOMIC DEVELOPMENT OFFICE

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To: Public Works Commission

From: Brian Pine, CEDO Director
Samantha Dunn, Asst. Director for Community Works, CEDO

Date: March 7, 2022

Subject: Temporary Decommissioning of Elmwood Avenue Parking Lot & Proposed Parking Agreement

Background

The number of people experiencing houselessness and housing insecurity continues to be almost triple those pre-pandemic, and access to emergency housing is restricted from the levels available during the Winter of 2021. On December 16th, 2021, Mayor Weinberger released an action plan to fulfill the promise of housing as a human right. The ten-point plan included a number of initiatives including the creation of a new low-barrier shelter pod community in Burlington. In response, CEDO was tasked with developing an in-depth plan to procure shelter pods and associated infrastructure, find a suitable location within the City, and engage a trusted community partner to manage the project and ensure the delivery of social services.

The shelter module approach has proven effective in acting as a bridge to permanent housing in cities across the United States and is a time and cost-effective tool for sheltering the most vulnerable in the near future. The proposed shelter modules range in size from 60sf to 120sf and are designed to provide heat and electricity (no plumbing), a place to sleep and space to store belongings. Some modules are designed to accommodate a single person while others could accommodate partners and pets. On February the City Council approved an allocation of \$2.975M in ARPA funds for addressing the acute homelessness crisis in Burlington; this allocation included \$1.47M for the construction and operation for a new low barrier emergency shelter pod community with services. Contracts for the shelter pods have been signed and they are in production.

After analyzing ten potential sites, the Elmwood Avenue Parking lot has been identified as the location that will best meet the needs of the project because of its proximity to transportation, services and amenities and its ease of connection to municipal power, water and sewer. The City is proposing is proposing to use the parking lot for up to 36 months to serve as a location for this emergency shelter.

CEDO has been working directly with DPW to understand the current use and condition of the Elmwood Avenue parking lot where there are currently 70 permitted parking spaces for use Monday through Friday for \$55 per month. DPW has verified that the Lakeview and College Street Garage has the capacity to house the current permit holders at the Elmwood Avenue Lot. As a courtesy, we would like to request that the current Elmwood Avenue permit holders a reduced rate at the Lakeview and College Street Garage of \$55 per month.

Because DPW anticipates moving the lessors from Elmwood Ave to the Lakeview and College Street Garage, no loss of revenue is expected.

Attachments

Attachment A: Appendix C, Section 18 Draft Changes: The temporary decommissioning of the Elmwood Avenue Lot

Attachment B: Appendix C, Section 19 Draft Changes: Special Rate for Elmwood Avenue Lot permit holders at Lakeview/College Street/Westlake Facility

Attachment C: Draft Parking Agreement

Motions

1. To authorize and adopt the proposed changes outlined in Attachment A to Appendix C, Chapter 18, which would temporarily decommission 51 Elmwood Avenue ("Elmwood Avenue Lot" the city-owned lot on the west side of Elmwood Avenue near the intersection of Grant St) as a designated parking lot within the City of Burlington for the period inclusive of May 1, 2022 to April 30, 2025, conditioned upon the City Council's designation of the property as the location for temporary, emergency shelter from May 1, 2022 to April 30, 2025; and
2. To authorize and adopt the proposed changes outlined in Attachment B to Appendix C, Section 19 of the Burlington Code of Ordinances, which would allow the Department of Public Works to enter into parking agreements with current Elmwood Ave parking lot permit holders at a reduced rate of \$55 dollars per month for use of the Lakeview and College Street Garage beginning May 1, 2022 and ending April 30, 2025, conditioned upon the City Council's designation of the property as the location for temporary, emergency shelter from May 1, 2022 to April 30, 2025.

CITY OF BURLINGTON

In the Year Two Thousand Twenty Two

A Regulation in Relation to

Rules and Regulations of the Traffic Commission—
Section 18, Parking facility designations—
Temporarily suspending use of 51 Elmwood Avenue (Elmwood Lot) as a parking lot within the City of Burlington.

Sponsor(s): Department of Public Works
Action:
Date:
Attestation of Adoption:
[STAFF SPONSOR]
Published:
Effective:

It is hereby Ordained by the Public Works Commission of the City of Burlington as follows:

1 That Appendix C, Rules and Regulations of the Traffic Commission, Section 18: Parking
2 facility designations, of the Code of Ordinances of the City of Burlington is hereby amended as
3 follows:

4 Section 18: Parking facility designations.

5 (a) As written.

6 (b) Leased lot locations:

7 (b)(1) The city-owned lot on the west side of Elmwood Avenue near the intersection of Grant
8 Street, known as the Elmwood lot.*

9 (b)(2)-(5) As written.

10

11 *The designated use of the Elmwood lot is hereby suspended until April 30, 2025, at which
12 time such suspension will cease to exist.

13

14 ** Material stricken out deleted.

15 *** Material underlined added.

16

17 JP/hm: BCO Appx.C, Ch. 19, Sec.(b)&(c)

18 03/16/2022

CITY OF BURLINGTON

In the Year Two Thousand Twenty Two

A Regulation in Relation to

Rules and Regulations of the Traffic Commission—
Section 19, Parking Rates—
Special Rate for Former Elmwood Avenue Lot Monthly Permit Holders at the College Street/Lakeview/Westlake Parking Garage Facility

Sponsor(s): Department of Public Works
Action:
Date:
Attestation of Adoption:
[STAFF SPONSOR]
Published:
Effective:

It is hereby Ordained by the Public Works Commission of the City of Burlington as follows:

1 That Appendix C, Rules and Regulations of the Traffic Commission, Section 19: Parking rates,
2 of the Code of Ordinances of the City of Burlington is hereby amended as follows:

3 Section 19: Parking Rates

4 (a) As written.

5 (b)(1)-(b)(7) As written.

6 (b)(8) College Street/Lakeview/Westlake Parking Garage Facility.

7 (b)(8)a.-b. As written.

8
9 (b)(8)c. Monthly Permit Rates. Eighty dollars (\$80.00) for a five (5) day per week monthly
10 permit; the five (5) days per week shall be Monday through Friday (“standard work-week
11 permit”). Ninety-six dollars (\$96.00) for a seven (7) day per week monthly permit (“standard
12 calendar-week permit”). Twenty dollars (\$20.00) for a five (5) day per week monthly permit
13 for city employees when paid for by a City of Burlington department. Zero dollars (\$0.00) for a
14 restaurant/retail/service worker seven (7) day per week monthly permit with eligibility
15 determined by the department of public works within policy approved by the public works
16 commission. Fifty-Five dollars (\$55.00) for a five (5) day per week monthly permit for
17 individuals who held valid monthly parking permits at the Elmwood Lot as of April 30, 2022,
18 for the period inclusive of May 1, 2022 through April 30, 2025, after which such rate will
19 increase to the standard work-week permit rate. The director of the department of public works
20 or his or her designee may prorate monthly parking permit fees at times of sale and termination.

21 (b)(9)-(16) As written.

A Regulation in Relation to Special Rate for Former Elmwood Avenue Lot Monthly Permit Holders at the College Street/Lakeview/Westlake Parking Garage Facility

22

23 (c) The rate of charge for parking in leased lots shall be as follows, and those vehicles without a
24 vehicle tag displayed in the proper position will be removed by wrecker at the owners'
25 expense:

26

Location Rates

- (1) Elmwood Avenue and Grant Street:
Per month \$55.00*
- (2) Main Street adjacent to the metered parking lot located on the N.E. corner Main and Winooski:
Per month 60.00

27

28 **This rate shall be suspended and not chargeable for the period inclusive of May 1, 2022*
29 *through April 30, 2025.*

30

31 **(d)-(f) As written.**

32

33 ** Material stricken out deleted.

34 *** Material underlined added.

35

36 JP/hm: BCO Appx.C, Ch. 19, Sec.(b)&(c)
37 03/16/2022