



Memo

Date: January 31, 2020

To: City Council Transportation, Energy & Utilities Committee

From: Phillip Peterson, Associate Public Works Engineer

CC: Chapin Spencer, Director of Public Works
Norm Baldwin, P.E., City Engineer/Asst. Director of Public Works
Susan Molzon P.E., Senior Public Works Engineer

Subject: Franklin Square Street Acceptance Update

Background:

The Department of Public Works (DPW), the City Attorney's Office, and Burlington Housing Authority (BHA) have been collaborating on the formal acceptance of Red Maple Lane, and Franklin Square into the City of Burlington's public Right-of-Way (ROW). DPW Staff and the City Attorney's Office have reviewed the Land Records and documentation provided by BHA staff. We have concluded that in 1974 the City Council, with the support of the City Engineer, passed a Resolution accepting Franklin Square as a City street. However, there is no documentation that Burlington Housing Authority, or any previous owner, completed the process of dedicating the street to the City. Therefore, the process was not fully completed, though the intent was there, and the transfer of property rights was never effectuated.

Burlington Housing Authority intends to formally dedicate portions of the property located at 1554 North Avenue, commonly known as Franklin Square, to the City of Burlington. In order to complete this process, the City Council will need to accept the dedication of Franklin Square as a City street and establish it is a public right-of-way.

Proposed Right-of-Way:

In collaboration with BHA, we are advancing with this process to complete the dedication and acceptance of Franklin Square under the following assumptions:

- Proposed Right of Way to be deeded would be approximately 2 feet outside the outside curb and approximately 2 feet off the sidewalks adjacent to the buildings.
- For the sidewalk to be properly maintained, BHA will provide a 2 foot clear zone along the building side of all sidewalks, which will require relocation of some of the existing yard fencing.

- The proposed City street will maintain one-way circulation on Franklin Square in a counter-clockwise direction.
- Existing on-street parallel parking on the north and south sides of Franklin Square will be reconfigured to 45-degree angled parking which will increase parking capacity for residents.
- Parallel parking on Red Maple Lane will be retained.
- On-street parking will be divided into two winter parking ban zones which would be alternated with the first evening being the Standard Parking Ban-Zone A and the next day, Zone H Parking Ban would be in effect.
 - Existing Zone A - South and West Side of Franklin Square and Red Maple Lane.
 - Proposed Zone H-North and East Side of Franklin Square.

Ongoing Efforts:

In order to prepare a formal dedication and acceptance proposal to City Council, DPW Staff continue to advance the following items:

- DPW and BHA held a neighborhood meeting on January 28, 2020 to inform the residents of these proposed changes and to gather feedback. The presentation prepared for this meeting is attached. Additional neighborhood meetings will be held as this process continues.
- DPW and BHA will share in the cost to perform a boundary survey, deed research and monumenting to establish the limits of the proposed right-of-way.
- Coordination with the City Attorney's Office related to the legal instruments for street acceptance and the establishment of public right-of-way.
- The various City departments have assessed the conditions of water resource infrastructure (stormwater/sanitary sewer/water), street lighting, electrical distribution, pavement, and sidewalks. Anticipated near-term capital investments are discussed below.
- Collaboration with Burlington Police and Fire Departments on ability for Emergency Services response on Franklin Square.
- Evaluation of Zoning implications of changing the acreage and boundary lines of the BHA parcel.
- Coordination with the City's E911 Coordinator to implement any necessary re-addressing.

Near-term Capital Investment:

Following the dedication and acceptance of Franklin Square as public right-of-way, we anticipate a series of near-term capital investment by the City will be required within the next 1-3 years. Based on the conditions assessments performed in 2019, we anticipate the following:

- Burlington Electric Department: street lighting upgrades (Estimated \$16,000)
- DPW Traffic Division: Re-striping and signage for reconfiguration of on-street parking. Installation of snow ban signal equipment and signage. (Estimated \$2,500)
- DPW Water Resources Division: Stormwater drainage repairs (Estimated \$36,000).
- DPW Technical Services: Street pavement reconstruction (Estimated \$450,000).
- DPW Streets Maintenance: Pothole repair, street sweeping, and snow plowing.

Next Steps:

DPW and BHA will continue to coordinate efforts to advance the dedication and acceptance process through the ongoing efforts discussed above. We will also be preparing an update for the full City Council in February 2020. DPW anticipates bringing forward a recommendation for the City Council to accept the proposed Franklin Square right-of-way in Fall 2020.

Attachments:

1. Franklin Square Neighborhood Presentation 1.28.20
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