



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
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www.burlingtonvt.gov/dpw

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

MEMORANDUM

TO: PUBLIC WORKS COMMISSION
FM: CHAPIN SPENCER, DIRECTOR
DATE: JANUARY 12, 2017
RE: PUBLIC WORKS COMMISSION MEETING

Enclosed is the following information for the meeting on January 18, 2017 at 6:30 PM at
645 Pine St – Main Conference Room

1. Agenda
2. Consent Agenda
3. Online Parking Ticket Payment
4. King St. & St. Paul St. Meter Adjustments
5. 194 St. Paul St – Parking Meter Rates for Encumbrance Application
6. Intersection Scoping Update: Colchester Ave/Riverside Ave/Barrett St.
7. Approval of Draft Minutes of 12-21-16

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.



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Chapin Spencer
DIRECTOR OF PUBLIC WORKS

M E M O R A N D U M

To: Hannah Cormier, Clerks Office
From: Chapin Spencer, Director
Date: January 12, 2017
Re: Public Works Commission Agenda

Please find information below regarding the next Commission Meeting.

Date: **January 18, 2017**
Time: 6:30 – 9:00 p.m.
Place: **645 Pine St – Main Conference Room**

A G E N D A

ITEM

- 1 Call to Order – Welcome – Chair Comments
- 2 Agenda
- 3 10 Min Public Forum (3 minute per person time limit)
- 4 5 Min Consent Agenda
 - A UVMCMC Parking Agreement
 - B Peoples United Bank Parking Agreement
 - C Status of Traffic Requests
 - D Colchester Ave/Centennial Field Crosswalk Improvement Project

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- 5 5 Min New Staff Introductions – Phillip Peterson & Ashely Toof
A Oral Communication, D. Allerton
B Commissioner Discussion
C Public Comment
D Action Requested –None
- 6 15 Min Online Parking Ticket Payment
A Communication, J. King
B Commissioner Discussion
C Public Comment
D Action Requested –Vote
- 7 15 Min King St & St. Paul St. Meter Adjustments
A Communication, C, Spencer
B Commissioner Discussion
C Public Comment
D Action Requested –Vote
- 8 15 Min 194 St. Paul Street – Parking Meter Rates for Encumbrance Application
A Communication, L. Wheelock
B Commissioner Discussion
C Public Comment
D Action Requested –Vote
- 9 20 Min Intersection Scoping Update: Colchester Ave/Riverside Ave/Barrett St.
A Communication, J. Charest, CCRPC & N. Losch
B Commissioner Discussion
C Public Comment
D Action Requested –None
- 10 15 Min 6 Month Check in on Annual Work Plan
A Oral Communication, C. Spencer
B Commissioner Discussion
C Public Comment
D Action Requested –None
- 11 5 Min Approval of Draft Minutes of 12-21-16
- 12 10 Min Director's Report
- 13 10 Min Commissioner Communications
- 14 **Adjournment & Next Meeting Date – February 16, 2017**



MEMORANDUM

January 10, 2017

TO: Public Works Commission

FROM: Patrick Cashman, Assistant Director for Traffic and Parking

CC: Chapin Spencer, Director of Public Works

RE: Proposal to Approve Parking Agreement with University of Vermont Medical Center

Background:

University of Vermont Medical Center has had an existing agreement with the City of Burlington, Department of Public Works, for employee parking in the College Street and Lakeview garages since 1996. The current agreement was amended to extend from January 1, 2016 to end on December 31, 2016 in order to cover the period in which UVMMC transitions from their downtown location to their South Burlington location. UVMMC will remain in their South Burlington location pending completion of the Burlington Town Center development in 2019 at which time UVMMC plans to transition operations back to downtown Burlington. The prior UVMMC requirement for parking licenses was one hundred thirty five (x135), however upon their re-occupation of downtown Burlington in 2019 their requirement will be significantly larger at three hundred (x300) parking licenses.

Characteristics of the Proposal:

- *Initiation:* This agreement establishes a rate and quantity of parking licenses that will commence upon occupation of the Burlington Town Center by UVMMC. This is planned for 2019.
- *Duration:* The agreement establishes a rate agreement for the first two (x2) years of occupancy, with the agreement to provide parking in effect for five (x5) years with an automatic five (x5) year extension barring objection by either party via written notice six (x6) months in advance.

- *Rate:* The rate for the first two (x2) years of occupancy is established as the lower value of either market rate at the time of occupation, or \$88 per month for a Monday to Friday license, \$106 per month for a Monday to Saturday license. After the initial two (x2) years of occupancy the rate shall become the market rate in the facility at that time.
- *Quantity:* Three hundred (x300) licenses to park. A review of expected capacity in 2019 and onward shows this amount is sustainable and reasonable.
- *Clarifies Relationship:* This agreement clarifies that the relationship does not guarantee a space for all parkers be available at all times. Review with the City Attorney regarding parking agreements has shown such clarification to be a necessary consideration for all new parking agreements.
- *Establishes Vehicle Minimums:* This agreement limits parking to legally operable vehicles and establishes a means in advance to address vehicles causing damage to the facility, to include leakage.

Recommendations:

Staff recommends that the Commission:

- Authorize the Director of Public Works to sign and enact the provided parking agreement for three hundred (x300) parking licenses with University of Vermont Medical Center at the College Street and Lakeview Garages.

Parking Agreement

This parking agreement is entered into by the City of Burlington ("City"), by and through its Department of Public Works, and The University of Vermont Medical Center ("UVMC"), a Vermont non-profit corporation with a principal place of business at 111 Colchester Avenue, Burlington, Vermont. In consideration of the respective mutual responsibilities to be undertaken, the Parties agree as follows:

1. City shall provide to UVMC parking licenses for 300 designated UVMC employees for use at the College Street or Lakeview parking garages at the standard monthly rate being offered by the City at the time that UVMC employees begin their occupancy of offices in the Burlington Town Center projected to be in 2019, or at a rate of \$88 per month for a Monday to Friday license and \$106 per month for a Monday to Saturday license, whichever is lower. Such license may be indicated via a card, decal, hangtag, entry on a license plate registry or other means of identifying authorized permit holders to the Parking and Revenue Control System in effect at the time. This rate shall remain in effect until two years after the issuance of the first monthly parking card issued under this agreement at which time the rate shall become the market rate in the facility at that time, and shall be subject to all future changes in the facility market rate.
2. The City shall make good faith efforts to accommodate future increases in UVMC parking demand under this agreement.
3. UVMC agrees that the billable term of each issued license begins on the day that license is issued to UVMC. UVMC also agrees that within 90 days following the issue of the first license issued under this agreement all 300 licenses shall be issued and billable.
4. Monthly parking licenses are restricted to Monday through Friday or Monday through Saturday, whichever is applicable. No overnight parking is permitted as part of this agreement. Only currently registered vehicles that are legally allowed to be operated on the public streets and ways are licensed by a monthly parking license to be parked within these garages. A vehicle may be removed at the owner's expense as long as reasonable efforts were made by the City to notify the owner about the need to remove the vehicle from the premises within a reasonable time.
5. A monthly parking license licenses designated UVMC employees to self-park and lock one vehicle in an available, not-being-used parking space in these garages. The City reserves the right to manage parking in its facilities in the best interests of the City; UVMC acknowledges and agrees that this may require some of its employees' vehicles to use another parking facility or be relocated if necessary. UVMC license holders who are unable to park in the Lakeview or College Street garages due to full occupancy in those garages will be authorized to park in the Marketplace Garage at no additional cost. In the event all City garages are at capacity the City and UVMC will work together to develop a plan for parking in City surface lots until capacity becomes available. This agreement does not reserve any parking space for monthly parking license holders. The City does not guarantee the availability of a space by reason of this agreement and on those occasions when the all garages and surface lots are full, monthly patrons shall either wait their turn to gain entrance or find alternative parking.
6. Parking is at the UVMC employee's sole risk. The City does not guard or assume care, custody or control of the vehicle or its contents and is not responsible for fire, theft, damage or loss not directly resulting from the willful misconduct or negligence of the City. No bailment is created.

7. UVMMC agrees that as a condition of the issuance of a license the employee license holder shall report any damage that the cardholder's vehicle causes to the facility, including but not limited to the leaking of any chemicals, oil, gas or antifreeze. If it is determined that a vehicle is leaking, the vehicle may be removed at the owner's expense as long as reasonable efforts were made by the City to notify the owner about the leak and the requirement to remove the vehicle from the premises within a reasonable time, such time to be stated in the notice and to correspond to the circumstances of the leak. Notwithstanding this notice requirement, in the event of a threat of imminent danger to life or property, a vehicle may be removed at owner's expense without notification of the owner. After the discovery of a leak, the license to park the vehicle in the garages shall be suspended until the City is provided with written proof that the necessary repairs to the vehicle were made to prevent further leakages. Vehicles whose license to park is suspended may be removed at the owner's expense if the vehicle is found in a garage while the license is suspended. The suspension of the license to park shall not suspend the obligation of UVMMC to pay the fee for the license.

8. Monthly parking licenses are for the exclusive use of the assigned license holder. Licenses shall not be loaned, altered, transferred or sold. UVMMC agrees that misuse of a license shall be deemed as theft of services and the licensee shall be locked out and parking privileges in the garages rescinded.

9. UVMMC understands and will inform its employees that compliance with instructions for the use of licenses is a condition of its use. If a license holder fails to properly comply with use instructions the maximum daily fee will be assessed.

10. This agreement will remain in effect for five (5) years from date of issuance of the first monthly parking license issued under this agreement with an automatic five (5) year extension unless either party objects in writing six (6) months in advance of the original term's expiration. UVMMC may terminate this agreement by giving at least twelve (12) full months written notice to the City. UVMMC may terminate up to 25% of their total individual licenses held on 1 January within a calendar year by providing sixty (60) days notice to the City. The number of parking licenses subject to this agreement will be permanently reduced by the number of licenses terminated by UVMMC.

11. This agreement may not be modified except by a written instrument executed by both parties.

Dated this ____ day of _____, 2016 in Burlington, VT.

UVMMC
By:

City of Burlington
By:

Duly Authorized

Chapin Spencer, Director
Department of Public Works
City of Burlington, VT



MEMORANDUM

January 10, 2017

TO: Public Works Commission

FROM: Patrick Cashman, Assistant Director for Traffic and Parking

CC: Chapin Spencer, Director of Public Works

RE: Proposal to Renew College Street / Lakeview Parking Agreement with Peoples United Bank

Background:

Peoples United Bank has had an existing agreement with the City of Burlington, Department of Public Works, for employee parking in the College Street and Lakeview garages since 2001. The current agreement signed January 1, 2014 for two hundred (200) parkers expires December 31, 2016. Prior to this renewal this agreement and other such group and corporate parking agreements were approved administratively by my predecessor. Review of this practice with the City Attorney's office has shown that such authority lies with the Commission unless specifically delegated to the Director by resolution.

Characteristics of the Proposal:

- *Duration:* Two (2x) years with expiration on December 31, 2018.
- *Rate:* Current market rate; \$80 for a Monday to Friday license, \$96 for a Monday to Saturday license.
- *Quantity:* Increase to two hundred twenty five (x225) parking licenses. A review of expected capacity during planned construction at College Street Garage in the spring of 2017, the lowest expected point in capacity, shows this amount is sustainable and reasonable.
- *Clarifies Relationship:* This agreement clarifies that the relationship is a pricing agreement and does not guarantee a space for all parkers be available at all times.

Review with the City Attorney regarding parking agreements has shown such clarification to be a necessary consideration for all new parking agreements.

- *Establishes Vehicle Minimums:* This agreement limits parking to legally operable vehicles and establishes a means in advance to address vehicles causing damage to the facility, to include leakage.

Recommendations:

Staff recommends that the Commission:

- Authorize the Director of Public Works to sign and enact the provided renewal for 225x parking licenses at the College Street and Lakeview Garages.

Parking Agreement

This parking agreement is entered into by the City of Burlington ("City"), by and through its Department of Public Works, and Peoples United Bank, a Vermont corporation with a principal place of business at 2 Burlington Square, Burlington, Vermont. In consideration of the respective mutual responsibilities to be undertaken, the Parties agree as follows:

1. City shall provide to Peoples United Bank parking licenses for 225 designated Peoples United Bank employees for use at the College Street or Lakeview parking garages at the monthly rate of \$96.00 per month per parking license for a Monday to Saturday license or \$80.00 per parking license for a Monday to Friday license. Such license may be indicated via a card, decal, hangtag, entry on a license plate registry or other means of identifying authorized permit holders to the Parking and Revenue Control System in effect at the time. This rate shall remain in effect until 31 December 2018.
2. Monthly parking licenses are restricted to Monday through Friday or Monday through Saturday, whichever is applicable,. No overnight parking is permitted as part of this agreement. Only currently registered vehicles that are legally allowed to be operated on the public streets and ways are licensed by a monthly parking license to be parked within these garages. A vehicle may be removed at the owner's expense as long as reasonable efforts were made by the City to notify the owner about the need to remove the vehicle from the premises within a reasonable time.
3. A monthly parking license licenses designated Peoples United Bank employees to self-park and lock one vehicle in an available, not-being-used parking space in these garages. The City reserves the right to manage parking in its facilities in the best interests of the City; Peoples United Bank acknowledges and agrees that this may require some of its employees' vehicles to use another parking facility or be relocated if necessary. Peoples United Bank license holders who are unable to park in the Lakeview or College Street garages due to full occupancy in those garages will be authorized to park in the Marketplace Garage at no additional cost. This agreement does not reserve any parking space for monthly parking license holders. The City does not guarantee the availability of a space by reason of this agreement and on those occasions when the all garages are full, monthly patrons shall either wait their turn to gain entrance or find alternative parking.
4. Parking is at the Peoples United Bank employee's sole risk. The City does not guard or assume care, custody or control of the vehicle or its contents and is not responsible for fire, theft, damage or loss not directly resulting from the willful misconduct or negligence of the City. No bailment is created.
5. Peoples United Bank agrees that as a condition of the issuance of a license the employee license holder shall report any damage that the cardholder's vehicle causes to the facility, including but not limited to the leaking of any chemicals, oil, gas or antifreeze. If it is determined that a vehicle is leaking, the vehicle may be removed at the owner's expense as long as reasonable efforts were made by the City to notify the owner about the leak and the requirement to remove the vehicle from the premises within a reasonable time, such time to be stated in the notice and to correspond to the circumstances of the leak. Notwithstanding this notice requirement, in the event of a threat of imminent danger to life or property, a vehicle may be removed at owner's expense without notification of the owner. After the discovery of a leak, the license to park the vehicle in the garages shall be suspended until the City is provided with written proof that the necessary repairs to the vehicle were made to prevent further leakages. Vehicles whose license to park is suspended may be removed at the owner's expense if the

vehicle is found in a garage while the license is suspended. The suspension of the license to park shall not suspend the obligation of Peoples United Bank to pay the fee for the license.

6. Monthly parking licenses are for the exclusive use of the assigned license holder. Licenses shall not be loaned, altered, transferred or sold. Peoples United Bank agrees that misuse of a license shall be deemed as theft of services and the licensee shall be locked out and parking privileges in the garages rescinded.

7. Peoples United Bank understands and will inform its employees that compliance with instructions for the use of licenses is a condition of its use. If a license holder fails to properly comply with use instructions the maximum daily fee will be assessed.

8. This agreement may not be modified except by a written instrument executed by parties.

9. Peoples United Bank may terminate the agreement in its entirety, by giving a least twelve (12) full months written notice to the City.

Dated this ____ day of _____, 2016 in Burlington, VT.

Peoples United Bank
By:

City of Burlington
By:

Duly Authorized

Chapin Spencer, Director
Department of Public Works
City of Burlington, VT



MEMORANDUM

January 10, 2017

TO: Public Works Commission
FROM: Phillip Peterson, DPW Engineering Technician
CC: Norman Baldwin, City Engineer
Dave Allerton, Public Works Engineer
RE: Traffic Request Status Report

Number of Requests 10/13/16 = 69
New Requests since 10/13/16 = 17
Requests closed since 10/13/16 = 6
Number of Requests 1/9/17 = 80

RFS BREAKDOWN BY TYPE*

Accessible Space: 5
Resident Only Parking: 13
Crosswalks: 19
Driveway Encroachments: 1
Signage: 13
Loading Zone: 5
Area/Intersection Study: 6
Parking Prohibition: 11
Bus Stop: 0
Geometric Issues: 4
Parking Meters: 3
Other: 0

TOTAL: 80

UB 1/10/17



MEMORANDUM

December 5, 2016

TO: Public Works Commission

FROM: Ashley Toof, DPW Engineer Technician

CC: Norman Baldwin, P.E., City Engineer
Dave Allerton, P.E., Public Works Engineer

RE: Centennial Parking Removal around Crosswalk

Background:

As part of the 2011 Colchester Avenue corridor study, safety concerns were identified, including the need for two improved crosswalks at Centennial Field and Fletcher Place. During staff's evaluation of the mid-block crosswalk at Centennial Field, deficiencies were identified related to signage, sightlines, lighting and accessibility standards. In the summer of 2015, DPW applied for a VTrans grant to help fund the construction of the crosswalk upgrades. In June of 2016, DPW signed the cooperative agreement for the VTrans grant which covers 80% of construction with a 20% local match. The total amount of the grant is \$18,800 with a \$4,700 local match for a total of \$23,500.

Observations:

On street parking is available on the north and south sides of Colchester Avenue with vehicles routinely parking immediately to the North/East of the crosswalk, obstructing the line of sight for pedestrians and motorists. Providing adequate line of sight is necessary, and consistent with the VTrans 2015 Guidelines for Pedestrian Crossing Treatments. Installing two Rectangular Rapid Flashing Beacons (RRFB), lighting and accessible ramps would improve the safety for pedestrians using the crosswalk. Additionally, VTrans standards from the Vermont Pedestrian and Bicycle Facility and Design Manual requires a minimum of 20 feet of no parking on both sides of a crosswalk to insure that adequate sight lines and stopping distance are met.

As part of our evaluation, in May 2016, there was a public meeting at UVMM to discuss the conceptual plans of the project. We also delivered flyers to the neighborhood and spoke with two residents. Additionally, we received two emails from residents concerned about the project.

NB 1/9/17

We responded to the two residents and explained the safety concerns along the Colchester Avenue corridor. We received no further response from them. Emails are attached.

Conclusions:

During the crosswalk evaluation, it was determined that line of sight at the mid-block crosswalk does not meet the stopping sight distance consistent with the VTrans 2015 Guidelines for Pedestrian Crossing Treatments. Prohibiting parking at 278 Colchester Avenue will improve safety at this mid-block crosswalk. See the attached drawing showing the parking prohibition along with improved signage for the midblock crosswalk.

Recommendations:

Staff recommends the Commission adopt:

-) Removal of one parking space at 278 Colchester Ave on the North/East side of the crosswalk.

L:\Engineering Technicians\Ashley Toof\Centennial Crosswalk



Dear Colchester Avenue Residents,

The Department of Public Works (DPW) has received requests to improve the crosswalk and lighting by Centennial Field. Partial funding for the improvements has been received from VTrans. There will be two Rectangular Rapid Flash Beacon's (RRFB) installed with new lighting to increase the safety for those using the crosswalk. Also, DPW would eliminate a parking space in front of 278 Colchester Ave, to increase the sight lines between pedestrians and motorists.

As part of our evaluation process, we are engaging residents of Colchester Ave between Thibault Parkway and Nash Place to gauge whether there might be any issues with this parking restriction. If you would like to offer any comments regarding this request please contact me by Friday December 23rd.

Thank you!

Ashley Toof, Engineering Technician
Burlington Public Works Department
645 Pine St. Burlington VT 05401
Desk: 802.540-2547
Email: atoof@burlingtonvt.gov
Web: www.burlingtonvt.gov/dpw



SCALE: N.T.S.



COLCHESTER AVE
CROSSWALK & RAPID
FLASHING BEACONS

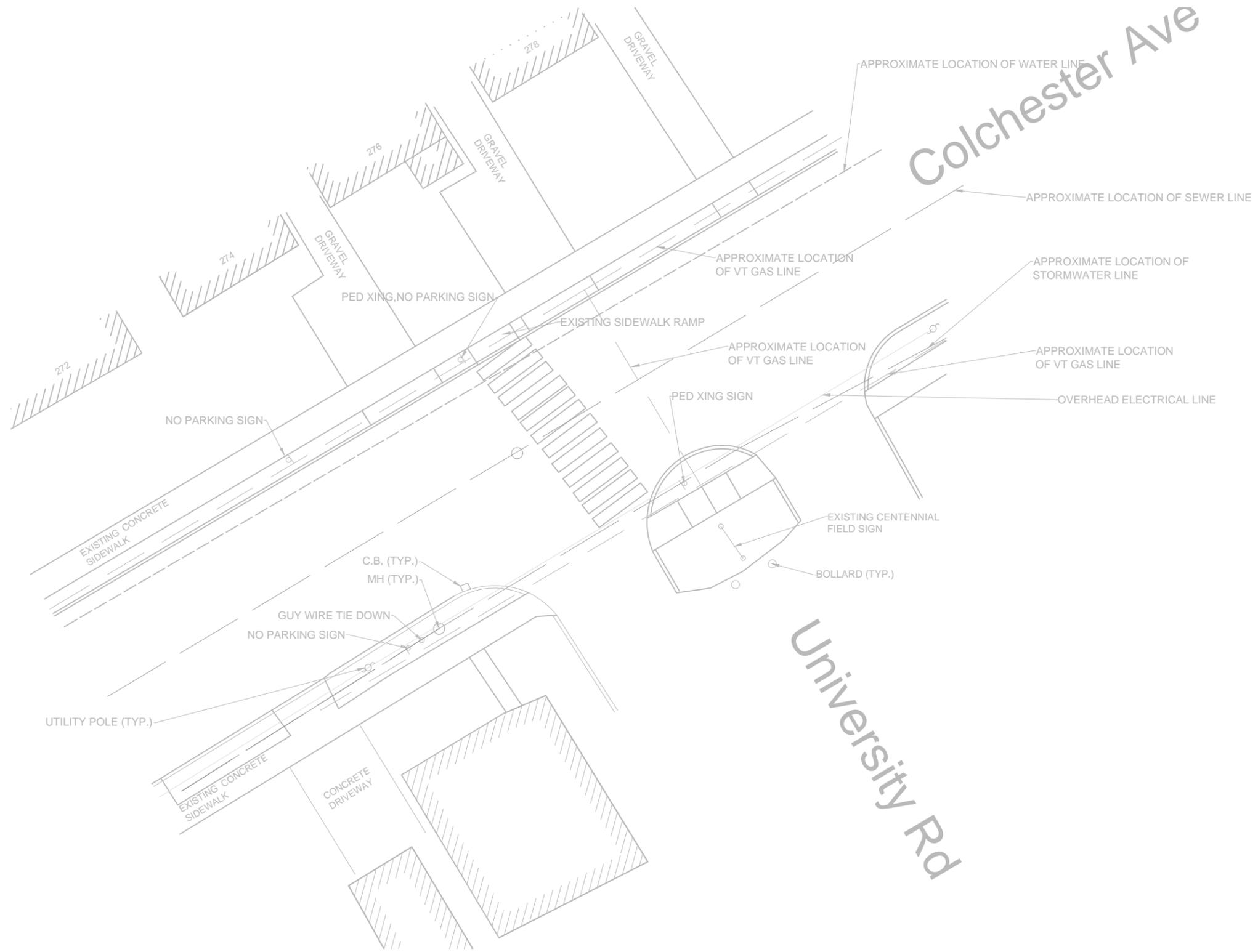
PROPOSED PLAN (OPTION 1)



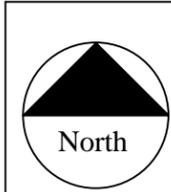
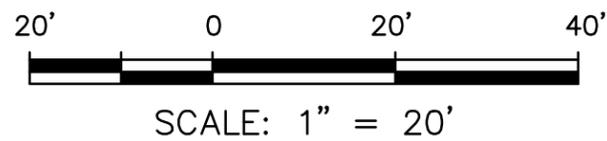
**BURLINGTON
PUBLIC WORKS
ENGINEERING DIV.**

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

DESIGNED MSL	RFS NO. XXXX
DRAWN MSL	SCALE 1"=10'
CHECKED XXX	DRAWING NO.
DATE 09/27/18	SHEET 2 OF 3



- NOTES:
1. UTILITY LOCATIONS DEPICTED IN THE DRAWING ARE BASED ON CITY GIS DATA AND GOOGLE EARTH IMAGES. CONTRACTOR SHALL CALL DIGSAFE AND CONFIRM UTILITY LOCATIONS PRIOR TO STARTING WORK.



COLCHESTER AVE
CROSSWALK & RAPID
FLASHING BEACONS

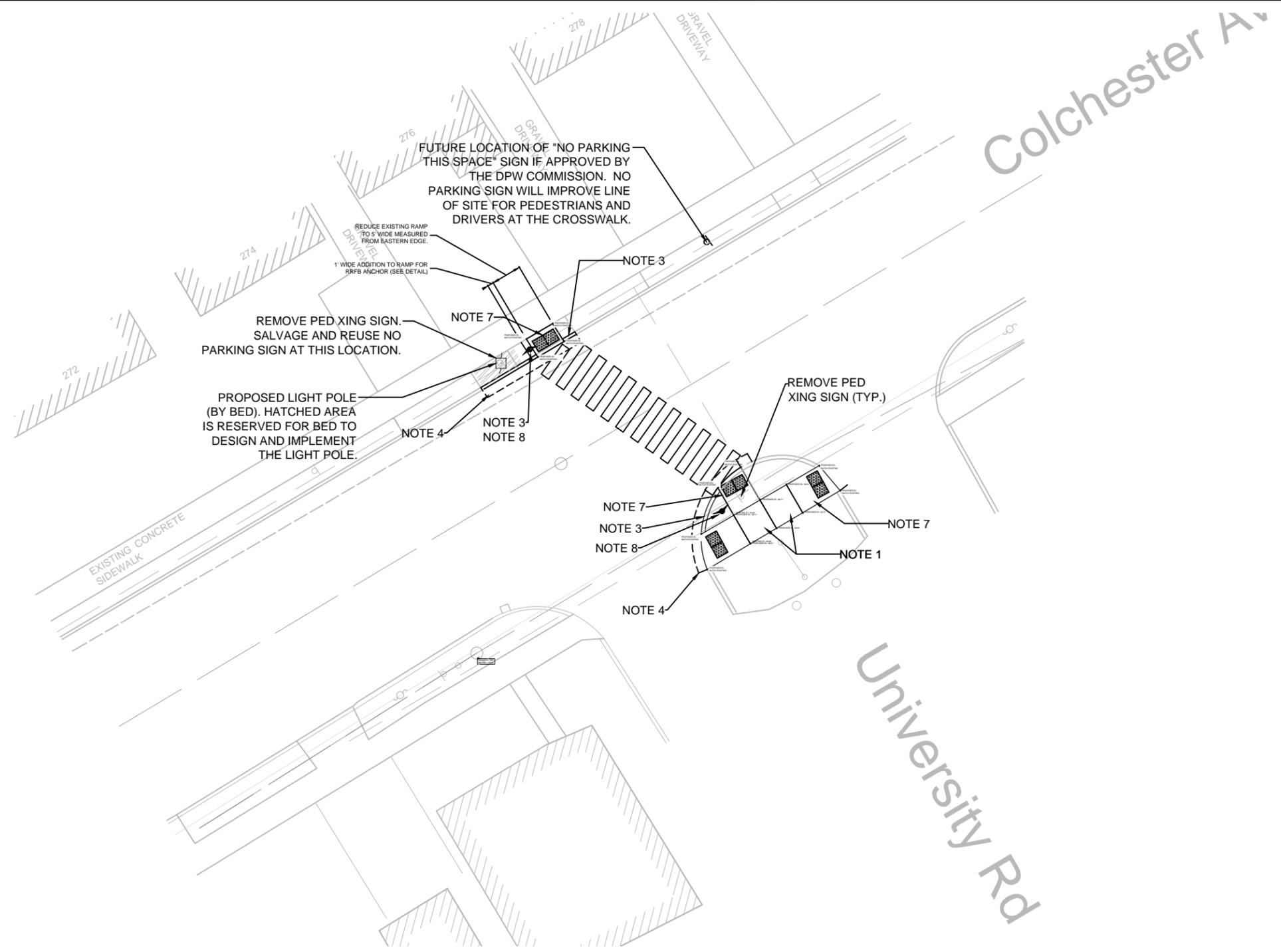
EXISTING PLAN



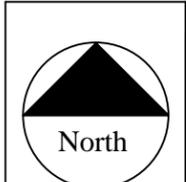
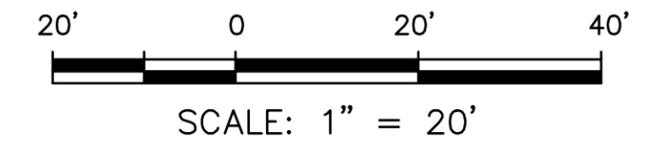
**BURLINGTON
PUBLIC WORKS
ENGINEERING DIV.**

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

DESIGNED MSL	RFS NO. XXXX
DRAWN MSL	SCALE 1"=20'
CHECKED XXX	DRAWING NO.
DATE 09/27/16	SHEET 1 OF 3



- NOTES:
1. REMOVE EXISTING CONCRETE PANEL. REPLACE WITH ADA COMPLIANT SIDEWALK PER VTRANS DRAWING C-2A AND VTRANS SPECIFICATION SECTION 618. MIN. OF 6" SUBBASE REQUIRED.
 2. SURFACE RESTORATION SHALL INCLUDE TOPSOIL, SEED, AND MULCH TO SURROUNDING GRADE AS NEEDED. SEEDING RATES AND MULCHING RATES SHALL MATCH THE VERMONT LOW RISK SITE HANDBOOK FOR EROSION PREVENTION AND SEDIMENT CONTROL.
 3. INSTALL CLASS B CURB PER VTRANS DRAWING C-10 AND VTRANS SPECIFICATIONS. MIN. OF 6" SUBBASE REQUIRED.
 4. SAW CUT 18" BEYOND EDGE OF CURB AND PATCH PAVEMENT (1½" TOP COURSE AND 2" BASE COURSE).
 5. TRANSITION TO DROP CURB AT SIDEWALK RAMPS (TYP. ALL LOCATIONS).
 6. TRANSITION TO NEW CURB WITH 7" REVEAL ALONG 2' OF THE EXISTING CURB-LINE (TYP. ALL LOCATIONS).
 7. INSTALL NEW ADA COMPLIANT RAMP WITH TRUNCATED DOME PER VTRANS DRAWING C-3A. THE DETECTABLE WARNING SURFACE SHALL BE CAST IRON AND ON THE VTRANS APPROVED LIST.
 8. PROPOSED LOCATION OF RRFB (SEE RRFB DETAIL SHEET)



COLCHESTER AVE
CROSSWALK & RAPID
FLASHING BEACONS

PROPOSED PLAN (OPTION 1)



**BURLINGTON
PUBLIC WORKS
ENGINEERING DIV.**

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

DESIGNED MSL	RFS NO. XXXX
DRAWN MSL	SCALE 1"=10'
CHECKED XXX	DRAWING NO.
DATE 09/27/16	SHEET 2 OF 3

Ashley Toof

From: Bompastore, Nicholas J <nicholas.bompastore@med.uvm.edu>
Sent: Thursday, December 08, 2016 9:33 PM
To: Ashley Toof
Subject: concern over proposed crosswalk changes at 278 colchester ave

Dear Ashley,

My name is Nicholas Bompastore and I am one of the tenants of 278 Colchester Ave. I would like to first thank you for asking for local input on the issue presented. Unfortunately, I have several concerns with the proposed changes presented. My biggest concern is losing the parking space in front of 278 Colchester Avenue. We have four tenants living in 278 Colchester with separate vehicles and a single lane driveway, thus parking is very limited and two of us must park on the street. Many of our neighbors also have a single lane driveways and multiple residents with vehicles so they consistently use the street parking as well. Already it is very difficult to find street parking, and sometimes I am forced to park far away from my house. I am afraid that losing another parking space will only make the situation worse. In addition, I am concerned with the flashing lights you propose being added to the crosswalk. My room at 278 Colchester is upstairs with two windows facing the street so these lights will be shining directly into my room at night.

I agree that there is a dangerous crosswalk in front of my house, but I believe that there are ways to make it safer while addressing these concerns. If you decide to take away the parking space in front of 278 Colchester I feel that you need to address our parking concerns and designate more places for us to park. Perhaps you should allow us to park across the street from 278 Colchester at the Centennial Field lot. With regards to the flashing lights at the crosswalk, I believe that there are better ways to make drivers aware that the crosswalk is present. You could place a place a free standing "yield to pedestrians sign" in the center of the road on the crosswalk as you did for the crosswalks present across from the hospital on East Ave. and further down Colchester Ave. You could also paint the crosswalk a brighter color and add reflectors to the signs. Finally you could paint "yield to pedestrians" in big white letters on the pavement leading up to either side of the crosswalk as I have seen done in many cities and towns. Again thank you for reaching out, and please keep me updated if any developments occur.

Best Regards,

Nicholas Bompastore
278 Colchester Ave.
Burlington, VT

Ashley Toof

From: David Allerton
Sent: Wednesday, December 14, 2016 4:36 PM
To: langlandsbill@gmail.com
Cc: Ashley Toof
Subject: FW: 278 Colchester Ave Owner

Mr. Langlands,

Thank you for contacting Ashley in our office with your concern over the upcoming safety improvements/enhancements along Colchester Avenue. This project, including the construction of two new crosswalks along Colchester Ave. was developed as part of the 2011 Colchester Avenue Corridor Study, which noted numerous safety concerns in this corridor. Below are several items to note pertaining to the project:

1. There is a substantial amount of jaywalking along Colchester Ave. between the two campuses of UVM, with the observation that pedestrians are crossing at random locations that may not always be visible to motorists.
2. This crosswalk in question, which is located near Centennial Field, is not ADA accessible (Americans with Disabilities Act),
3. The visibility of pedestrians at this crosswalk is not ideal due to on-street parking and the placement of nearby streetlights.
4. The crosswalk is in the middle of a horseshoe driveway, where pedestrians waiting to cross are left standing in the entry to a driveway of a busy parking lot.
5. We will also be constructing a new crosswalk near Fletcher Place, to improve pedestrian accessibility to both sides of Colchester Ave., and to provide additional safe places for pedestrians to cross along this corridor.
6. In May 2016 there was a public meeting at UVMCMC to discuss the conceptual plans of the project.
7. The RRFBs (Rectangular Rapid Flashing Beacons) we have currently specified for the project are similar to the ones at the Main Street crossing by the Edmunds Elementary School. These are pretty much typical pedestrian crossing signs.
8. The timing of the flashing lights is set to provide ample time for a pedestrian to cross the street, and is only activated when a pedestrian pushes the button. These lights do not flash all of the time.

Hopefully this discussion has provided you some additional insight into this project. You are welcome to attend one of the monthly Department of Public Works Commission meetings to discuss your concerns with the DPW Commissioners. The next meeting is Wednesday, December 21, 2016, starting at 6:30 PM. The meetings take place at the DPW Offices at 645 Pine Street, and there is a public comment period at the start of each meeting.

Hope this helps. Thanks for contacting us.

David K. Allerton, P.E.
Burlington Department of Public Works
645 Pine Street
Burlington, VT 05402
802-865-5830 (phone)
dallerton@burlingtonvt.gov

“Please note that this communication and any response to it will be maintained as a public record and may be subject to disclosure under the Vermont Public Records Act.”

From: William Langlands [<mailto:langlandsbill@gmail.com>]

Sent: Tuesday, December 13, 2016 3:48 PM

To: Ashley Toof <atoof@burlingtonvt.gov>

Subject: RE: 278 Colchester Ave Owner

Are they the same lights that are in use in Winooski, by the rotary?
Those lights are eye pollution and obnoxious.

Do you really think that they are necessary. I worry about standards that are applied statewide.

On Dec 13, 2016 10:56 AM, "Ashley Toof" <atoof@burlingtonvt.gov> wrote:

Hi Bill,

Thank you for getting back to me, I'm sorry I haven't called you. I am in and out of the office all week for meetings so email will be the best way to get in contact. With the flashing lights, VTRANS has a new standard that the City of Burlington is trying to follow to improve the safety of the pedestrians and roadways.

The only time these will be going off is when someone pushes the button and crosses the street. The lights only flash from 15-30 seconds and don't have a high LED. Also, the lights will be in direction of the street and not towards your house.

Thank you,

Ashley Toof

Engineering Technician

Burlington Department of Public Works

645 Pine Street

Burlington, VT 05401

PH: [802-540-2547](tel:802-540-2547)

AToof@burlingtonvt.gov

From: William Langlands [mailto:langlandsbill@gmail.com]

Sent: Monday, December 12, 2016 4:44 PM

To: Ashley Toof <atoof@burlingtonvt.gov>

Subject: 278 Colchester Ave Owner

Dear Ashley,

I am the owner of 278 Colchester Ave. I have no problem with the removal of the parking space in front of 278 Colchester Ave.

I do have some concerns about the flashing lights in front of the house. I sit on the front porch often and those yellow flashing lights could be a real annoyance. Is there a way to shield the lights so I won't be looking directly at them from my front porch?

Please give me a call at [802 236 0077](tel:8022360077) so we may discuss this further.

--

Bill Langlands
Darkside Snowboards
Killington Stowe Okemo
P.O. Box 507
1842 Killington Road
Killington, VT 05751
[802 422 8600](tel:8024228600) work

Please note that this communication and any response to it will be maintained as a public record and may be subject to disclosure under the Vermont Public Records Act.



BURLINGTON POLICE DEPARTMENT

Antonio B. Pomerleau Building
One North Avenue
Burlington, Vermont 05401

Brandon del Pozo
Chief of Police

Phone (802) 658-2704
Fax (802) 865-7579
TTY/TDD (802) 658-2700

Commission – Department of Public Works

January 12, 2017

Request for adoption of changes to BCO Ordinance 20-67 to allow City of Burlington Parking Tickets be paid via a online or automated telephone system.

All fees for this service will be deducted from the payment, either on line, automated phone system and absorbed by the Burlington Police Department.

The fee will not be applied when paying by check or cash, either within the Parking Enforcement Office or via mail.

Future discussion will occur to address the credit card fees, if they should continue to be absorbed by the City or passed onto the violator when making the payment.

Burlington Police Department, Parking Enforcement will enter into an agreement with T2 Systems, Indianapolis, IN to accept payments for our department. The fee that will be charged will be \$2.75 per transaction.

Upon this change being adopted by DPW Commission T2 will be notified to start development of the necessary links from their end. They have indicated this will take approx 3-4 weeks which will bring the system on line around January 15, 2017.

jk
John J King
Parking Manager

Respect ~ Honor ~ Remember

*Officer James P. McGrath, end of watch May 12, 1904; Officer J. Albert Fisher, end of watch December 15, 1947;
Officer Robert W. Provost, end of watch January 13, 1954*

Sec. 20-67. Waiver of issuance of process in a trial, voluntary payment of penalty; appeal.

(a) The owner or operator of a vehicle who has violated any ordinance regulating metered parking or nonmetered parking in the city must either pay the waiver fee or appeal the ticket within thirty (30) days of the date of the offense.

(b) Any person who has violated any ordinance regarding parking in the city may within thirty (30) days from the date of such violation waive in writing the issuance of any process in a trial by jury or hearing and voluntarily pay to the police department of the city the penalty prescribed in section 20-66. **Payments may be made by cash, check, money order, credit card or online payment.**

(c) Any person whose vehicle has been ticketed may appeal the propriety and/or legality of the ticket by submitting to the city grand juror in writing within thirty (30) days a short and plain statement of his or her objections. The city grand juror shall review the objections and notify the appellant of his/her findings in writing.

(d) If the city grand juror denies the appeal in whole or in part, then the appellant may seek review by arranging for a court hearing on the alleged violation within thirty (30) days of the date the appeal was denied.



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

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Burlington, VT 05401
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www.burlingtonvt.gov/dpw

To: DPW Commission
From: Chapin Spencer, Director
Re: **Meter adjustments Adjacent to Eagle's Landing Project**
Date: January 12, 2017

The City's Browns Court lot with 40 metered spaces closed on January 3, 2017 as part of the Eagles Landing redevelopment project. In addition, Champlain College will seek this spring to bag meters on the east side of St. Paul St adjacent to the project for staging the construction. In total, this will temporarily remove approximately 52 spaces for the duration of construction project (projected to be 18 months). Public parking both on-site and on-street will be restored when the building is completed.

Staff Recommendation & Demonstration:

In reviewing the on-street occupancy counts around Browns Court, staff identified many on-street spaces where weekday parking demand is less than the optimal 85% occupancy threshold. To address this underutilization and to mitigate the impact of the Browns Court lot closure as soon as possible, I authorized a demonstration project to transition approximately 22 blue (3-hour, \$1/hr) meters in the nearby blocks to brown (10-hour, \$0.40/hour) meters. The demonstration started on December 11 in accordance with the notification requirements in City ordinance. See the attached press release and maps for details. This transition to longer-term and cheaper meters is intended to increase occupancy and assist with some of the Browns Court lot displacement.

Begin as Pilot, Commission Action in January:

At the January Commission meeting, staff is requesting the Commission authorize the meter adjustments detailed below so that the changes can continue beyond the 30-day demonstration period. The attached press release requests public input on the demonstration and we will bring any input we receive to the meeting.

The specific changes include replacing:

- 7 3-hour meters with 10-hour meters on King St between Battery St and S. Champlain St
- 2 3-hour meters with 10-hour meters on King St between Pine St and St Paul St
- 3 3-hour meters with 10-hour meters on King St between St Paul St and Church St
- 7 3-hour meters with 10-hour meters on St Paul St between King St and Maple St
- 2 3-hour meters with 10-hour meters on Maple Street between St. Paul St and Church St
- 1 3-hour meters with 10-hour meters on Church Street between King St and Maple St

Don't hesitate to contact me with any questions. Thank you.

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.



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Chapin Spencer
DIRECTOR OF PUBLIC WORKS

FOR IMMEDIATE RELEASE: January 10, 2017
Contact: Chapin Spencer, Director, cspencer@burlingtonvt.gov

22 Metered Spaces Shifted to Cheaper, Longer Term Parking

Change mitigates impact of Browns Court parking lot redevelopment;
Reflects City's new data-driven approach to parking management

Early Wednesday morning on January 11, twenty two blue-top parking meters (\$1/hour, 3-hour time limit) will be replaced with brown-top meters (\$0.40/hour, 10-hour time limit) in the southern end of Burlington's downtown. This change will allow commuters and other long-term visitors the opportunity to find cheaper and longer duration parking options proximate to the construction of Champlain College's Eagles Landing project.

Champlain College acquired the City's Browns Court Parking Lot – a municipal surface lot with 40 brown-top metered spaces – to construct a mixed-use project that will, once completed, include significant public parking (25 spaces on weekdays and 65 spaces on nights and weekends). The on-street meter adjustment aims to assist parkers in finding other parking after the closure of the Browns Court lot and before the new public parking at Eagles Landing is opened in approximately 18 months.

City planning documents including the Downtown Parking & Transportation Management Plan call for the redevelopment of surface parking lots into mixed use developments that bring more housing, jobs and street activity to our downtown. To compensate for the loss of these surface lots, the City is working with partners to better manage the 8,000 spaces in the downtown public and private parking system and to promote transportation options. Efforts include opening up more private lots to public parking, offering more options in our garages such as nighttime leases, and improving wayfinding to assist drivers in finding available parking.

The Downtown Parking & Transportation Plan, accepted by the City Council in December 2015, called for a data-driven approach where rates and hours for on-street spaces should

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be adjusted in order to achieve an optimal 85% occupancy. The report stated that on-street parking should be well-utilized but also have enough turnover so as to provide ample available spaces throughout the day. Occupancy rates at blue-top meters south of downtown regularly show occupancy levels below 85%. As a result, the report recommends reducing price to increase utilization. This 22 meter pilot is consistent with the plan's direction. Increasing the utilization of these meters will help offset the loss in revenue to the Traffic Fund due to the cheaper rates, so the overall financial impact to the City is expected to be minimal.

"We are lowering the rates and extending the time limits at these 22 metered spaces for two reasons: the spots have been underutilized, and we understand parkers are seeking alternatives to the Browns Court lot prior to the public parking opening at Eagles Landing," said Department of Public Works Director Chapin Spencer.

For those seeking off-street parking, the City has available monthly leases in the College and Lakeview garages for \$80 - \$96 per month. Contact Parking Foreman Brad Cummings at 802-316-6027 for more information.

Feedback on Meter Pilot Welcome:

The new brown-top meters will replace blue-top meters in the following locations:

- 12 meters on King Street
- 7 meters on St. Paul Street
- 2 meters on Maple Street
- 1 meter on lower Church Street

See the attached map for more detail.

The meter change is being launched as a pilot. The Public Works Commission will be reviewing staff's recommendation and initial public input at its January 18 meeting and determining whether to keep the new configuration. Public input should be sent to Billy Burns, wburns@burlingtonvt.gov.

Meter Colors Explained:

- Yellow-top meters: Short term parking (\$1/hr, 15 or 30 minute maximum)
- Blue-top meters: Medium term parking (\$1/hr, 3 hour maximum)
- Brown-top meters: Long term parking (\$0.40/hr, 10 hour maximum)
- Grey-top meters: High demand parking in downtown core (\$1.50/hr, no time limit)

More parking information can be found at www.ParkBurlington.com.

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Chapin Spencer
DIRECTOR OF PUBLIC WORKS

To: DPW Commission
From: Chapin Spencer, Director
Pat Cashman, Assistant Director – Parking & Traffic
Re: **Meter adjustments Adjacent to Eagle’s Landing Project**
Date: December 21, 2016

Due to the impending Eagles Landing project, the City’s Browns Court lot will close on January 3, 2017. In addition, Champlain College has paid to bag meters on the east side of St. Paul St adjacent to the project for staging the construction. In total, this will remove approximately 52 spaces for the duration of construction project (projected to be 18 months). Public parking both on-site and on-street will be restored when the building is completed. DPW staff will be notifying Browns Court parkers of the upcoming closure and guiding them to other parking resources.

Staff Recommendation:

In reviewing the occupancy counts around Browns Court, staff has identified many on-street spaces where weekday parking demand is less than the optimal 85% occupancy threshold. As a result, staff is proposing to transition approximately 22 blue (3-hour, \$1/hr) meters in the nearby blocks to brown (10-hour, \$0.40/hour) meters. See the attached maps for the location of these 22 meters. This transition to longer-term and cheaper meters is expected to increase occupancy and assist with some of the Browns Court lot displacement.

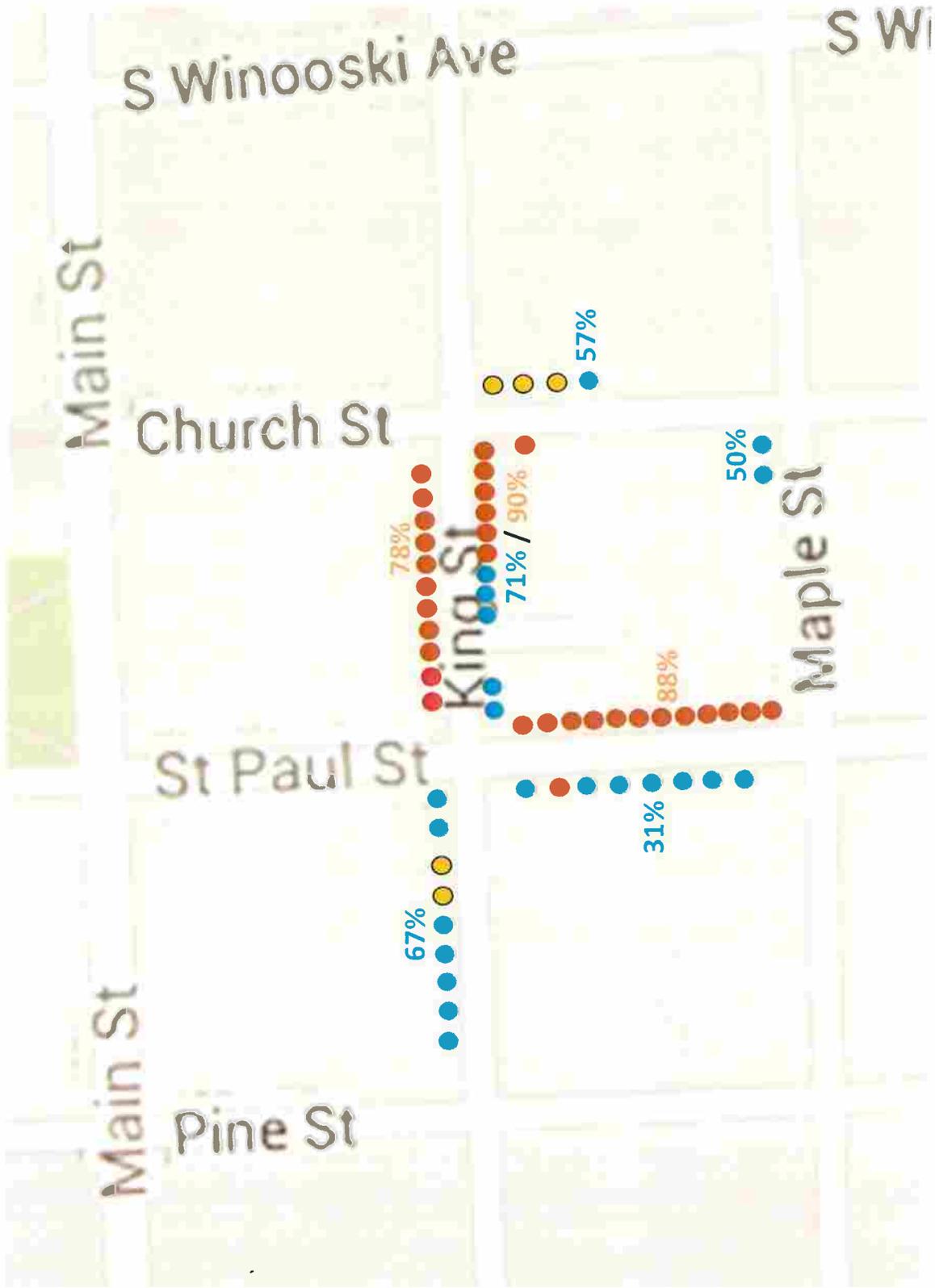
Begin as Pilot, Commission Action in January:

Staff is proposing to initiate the change described above and detailed in the attached maps on January 3 as the Browns Court lot closes. We are proposing to make this change as a pilot project through the authority granted to the Public Works Director in City Ordinance (Chapter 20, Section 3). This memo serves as the ordinance-required notice of the pilot project to the Public Works Commission. Based on the public input and data collected on this temporary change, staff expects to bring forward an agenda item at the January 2017 meeting to seek Commission approval to continue some of these meter adjustments through the Eagle’s Landing construction period.

Don’t hesitate to contact either of us with any questions. Thank you.

Non-Discrimination

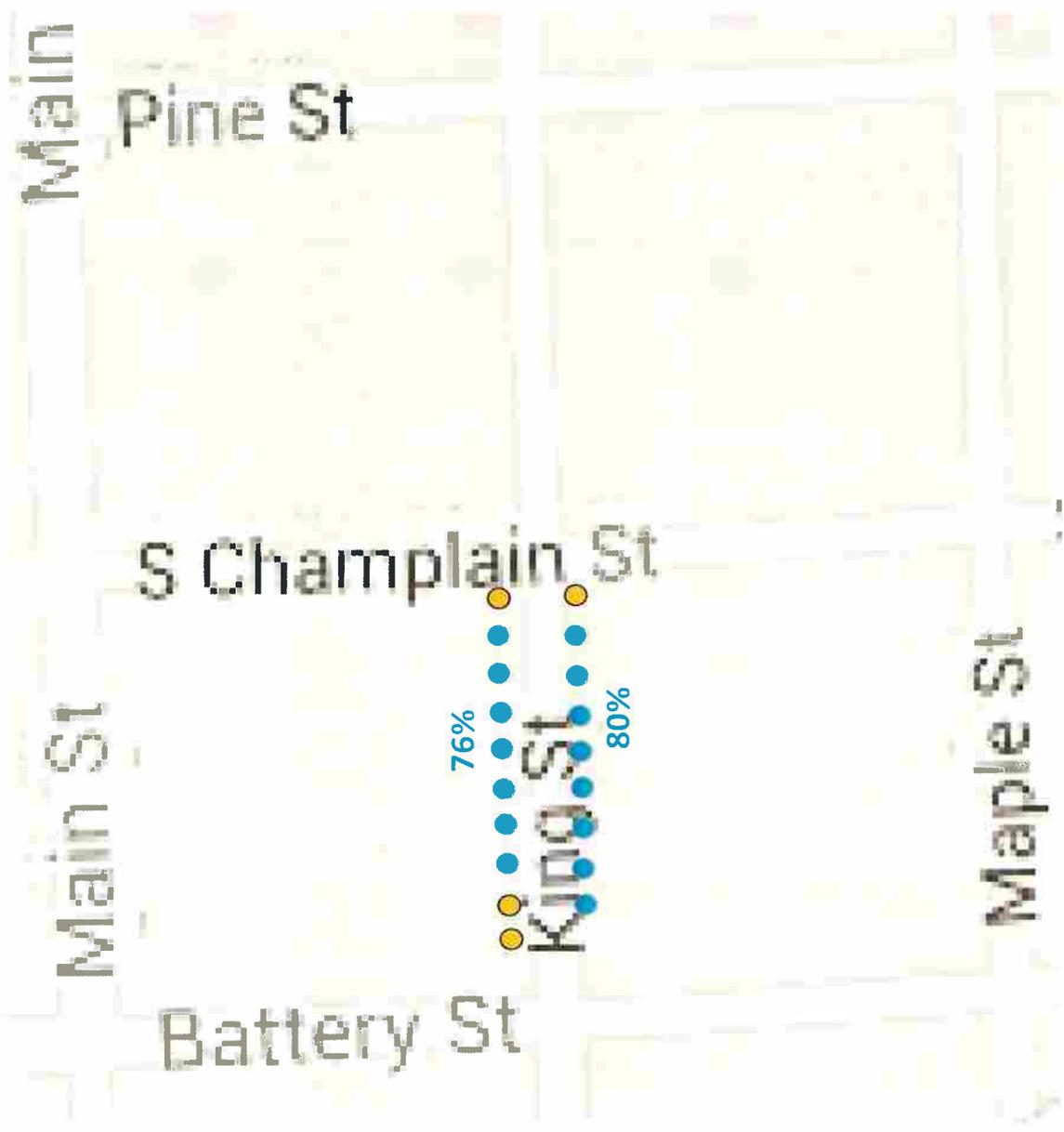
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Current Situation in Adjacent Block

Faces:

- Brown – 27x
- Blue – 22x
- Occupancy % for Midweek / Mid-Day / March to September 2016

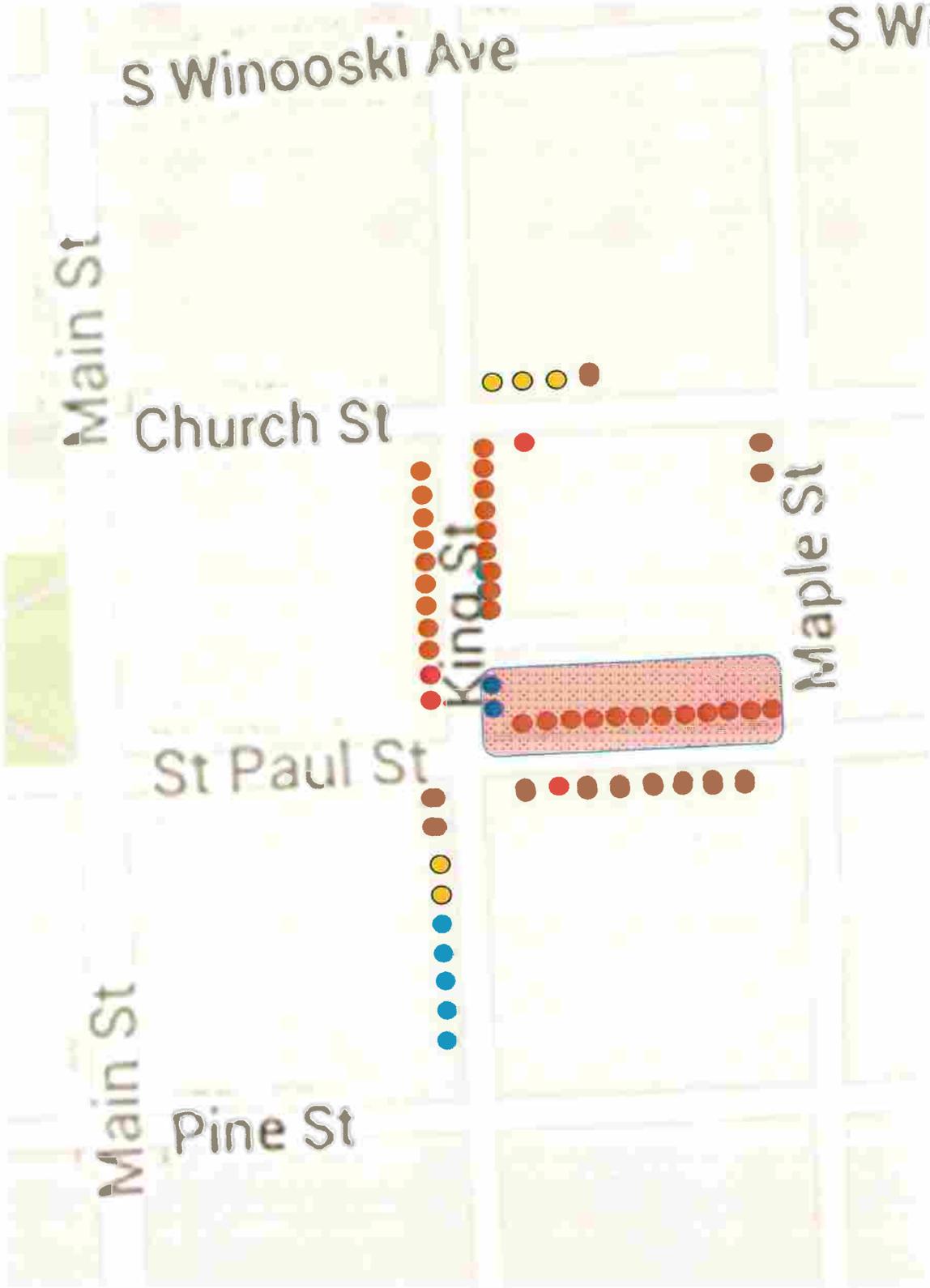


Current Situation Western King Street:

- Brown – 0x
- Blue – 15x
- Occupancy % for Midweek / Mid-Day / March to September 2016

Current Situation ROW Revenue:

- On-Street Revenue FY17 Budgeted: \$1.85M
- On-Street Revenue YTD: \$913,389.86
- On-Street ProForma: \$1.927M (104% of budgeted)
- ROW Revenue FY17 Budgeted: \$2.232M
- ROW Revenue ProForma: \$2.323M (104% of budgeted)



During construction without recommended changes:

- Brown – 15x
- Blue – 20x

During construction with recommended changes:

- Brown – 30x
- Blue – 5x

Estimated revenue (Desman report averages based on 70% occ / 65% occ respectively):

- Without change - \$151 daily
- With change - \$106 daily



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Chapin Spencer
DIRECTOR OF PUBLIC WORKS

MEMORANDUM

TO: License Committee/DPW Commission/Board of Finance/City Council

FROM: Laura Wheelock P.E., Public Works Engineer

DATE: January 11, 2017

CC: Norman Baldwin, P.E. Assistant Director of Public Works/City Engineer
Chapin Spencer, Director of Public Works.

RE: 194 St. Paul Street Encumbrance Application – Eagles Landing

Request

DPW Commission (1/18/17)

1. We are respectfully requesting that the DPW Commission approve and recommend to the City Council the revised rates for encumbrance of parking meters and payment for those spaces be directed to the Traffic Fund G/L 264-19-200-450.4205.

Overview

The Department of Public Works (DPW) has met with representatives of Champlain College and their contractor HP Cummings Construction Company (HPC) regarding the development of 194 St. Paul Street and the impacts the project will have to the public right-of-way (ROW). This site is located on the eastern side of St. Paul Street between King Street and Maple Street. It is the former Browns Court Parking Lot and Eagles Club.

The project as approved by the Development Review Board (DRB) serves to construct housing for Champlain College, and construct enhancements within the ROW that are covered under a separate Agreement. The proposed building faces are situated on the property line for the combined parcel on St. Paul Street, King Street, and Maple Street. There is either City sidewalk immediately adjacent to the building faces or proposed enhanced landscaped area between the building face and sidewalk. The project will also replace sidewalk on along the entire length of the parcel on St. Paul Street, King Street, and Maple Street. The construction work is such that long-term use of the ROW on St. Paul Street, King Street, and Maple Street is required for construction.

It is important to note that the enhancements to the City's ROW and replacement of sidewalk are at no cost to the City. The enhanced areas will be maintained by Champlain College under a separate Agreement signed December 13, 2016.

Schedule

In conversations with HP Cummings they see to encumber the ROW in two phases. The first phase requests use of the ROW between the project property line on St. Paul Street, King Street, and Maple Street and the back of the sidewalk. This phase will start immediately and continue until late March/early April 2017. During this phase the sidewalk will be open to the public, as well as any greenbelt space, and street/parking.

Phase 2 of the work is requesting an encumbrance area on St. Paul Street, King Street, and Maple Street that extends approximately 8' out in to the street on all sides. This will encumber the parking spaces, sidewalk, and green spaces up to the project's property line. This phase of work is estimated to start in late March/early April 2017 and continue through August 2018 per their construction schedule. However the Agreement with HPC would allow use of the ROW through October 31, 2018 to accommodate any changes to schedule or scope of work associated with adjacent City projects.

DPW Review

HPC and DPW have met over the in December 2016 to discuss what areas of the ROW are needed for the project, identify permits, traffic control for public safety, and fee. The contractor will construct a fence around the project and be responsible for maintaining the fence throughout the duration of the encumbrance. The encumbered space would be used to directly construct the enhancements within the ROW as well as staging/working space in the vicinity of the work area, as well as a safety buffered area from the work.

The encumbered area will leave the travel lanes St. Paul Street, King Street, and Maple Street open. Within the parking spaces that are being encumbered there are 2 blue meters on King Street, 12 brown meters on St. Paul Street, 1 Handicap Space on Maple Street, Green Mountain Transit bus stop on Maple Street, and 2 unrestricted parking spaces on Maple Street.

Metered Parking Spaces

HPC has requested to encumber 2 blue metered parking spaces and 12 brown metered parking spaces within the limits of their application. Per the current ordinances the only fee/permit associated with occupying metered parking spaces is by bagging the meters, which is limited to 30 days of consecutive use and at a rate of \$30/day. This project is requesting to occupy the metered parking for approximately 110 weeks between April 2017-August 2018.

DPW in our discussions with HPC/Champlain College, and other City Departments that include CEDO, C/T Offices, Mayor's Office, and City Attorney's Office propose to charge the applicant the maximum daily meter rate for the metered parking spaces they are seeking to include in their encumbered area. For the blue parking meters on King Street that rate is \$10/day per meter, and for the brown parking meters on St. Paul Street that rate is \$4/day per meter. Revenue from the parking meters is currently collected 6 days a week. Therefore the weekly fee for encumbering the metered parking spaces would be \$408 per week. Given the anticipated duration of this project DPW is seeking that HPC pay \$45,000 for the encumbrance of the metered parking spaces. We also have a provision in the Agreement for payment of any

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metered parking space at the maximum daily rate should HPC require any of those spaces beyond August 30, 2018 for their work.

It is important to address that while the current daily bagged meter rate is \$30/day for the 24 hour bags, that rate is intended to encourage contractors and residents to limit their use of on street parking for their adjacent projects. However DPW recognizes that projects of the size, scale, duration, and risk to the adjacent public for this project warrants the need to encumber the parking spaces long term. The rate proposed for use of these spaces is set at the maximum daily amount that the meter could collect. This rate is set to ensure the Traffic Fund, which currently collects the revenue from these meters, would be compensated for the loss of those funds into that program which the maximum daily meter rate accomplishes.

Accessible Parking Space

The encumbered area along Maple Street will encompass and block off a Handicap Accessible Parking Space located on Maple Street at the west end of the block. DPW is in the process of contacting all adjacent property owners and residents to determine the immediate need for this parking space. If it is found to be actively used by one of the adjacent residences the space will be relocated to the east of the encumbered project area where there is other on street parking, or other convenient location negotiated with any user(s) of that space. If there is a need to relocate that space temporarily during construction DPW will present this to the DPW Commission at either their February or March 2017 meetings. If none of the residents express a need for this space DPW will not seek temporary relocation of the parking space unless specifically requested after the area is encumbered. DPW is not seeking to change the permanent location of this accessible parking space; once the project is complete the space will be restored in its current location.

Other Conditions

In addition to the impacts outlined above, HPC will be responsible for erecting and maintain all traffic control signage that will be associated with pedestrian detours around the encumbered sidewalk areas. They are responsible for maintenance of the area encumbered and are required to restore the area according to City Standards.

Recommendation

It is the recommendation of DPW to support the use of the ROW under the terms of the License Agreement between the City of Burlington and HPC, and their application for encumbrances on St. Paul Street/King Street/Maple Street. The proposed License Agreement reflects DPW's recommendations for support of the encumbrance, fee for encumbered space, project schedule, and restoration of the ROW.

Thank you for consideration of this request, please do not hesitate to contact me directly at LWheelock@burlingtonvt.gov or 802-540-0397. I will also be available at the meetings to address any questions or concerns directly.

ATTACHMENTS

License Agreement between City of Burlington and HP Cummings Construction Company

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LICENSE AGREEMENT WITH HP CUMMINGS CONSTRUCTION COMPANY.
FEBRUARY 1, 2017 – OCTOBER 31, 2018

This LICENSE AGREEMENT (“Agreement”) is made by and between the City of Burlington, a municipal corporation organized and validly existing under the laws of the State of Vermont (hereinafter “CITY”) and HP Cummings Construction Company, a New Hampshire corporation having an office in Woodsville, New Hampshire (hereinafter “HPC” or “LICENSEE”).

WHEREAS, HPC is a construction company contracted by Champlain College to demolish the current building foundation and parking lot at 194 St Paul Street and construct a new building that will occupy the entire eastern block of St. Paul Street between King Street and Maple Street (the “Property” or “Premises”) for the purpose of providing new housing for Champlain College students; and

WHEREAS, the CITY owns the public right-of-way for St. Paul Street, King Street, and Maple Street including the streets, sidewalks, and greenbelts in front of the Property; and

WHEREAS, HPC needs to obstruct and encumber the street, sidewalk, and greenbelt areas in front of the Property totaling approximately 19,993 square feet in order to conduct construction activities, including the erection of a construction fence in two phases around the construction site, phase one shall be a fence to the back of the sidewalk that will keep the sidewalk adjacent to the site open until March/April 2017 and encumber approximately 11,000 square feet, and phase two will place a fence in order to close off the sidewalk from general access, occupy the street surrounding the site including all adjacent parking spaces, pedestrians shall be detoured on to sidewalks on the opposite side of the street prior to encountering the project, and other related obstructions and encumbrances and encumber an additional 8,993 square feet; and

WHEREAS, HPC's project application has been reviewed and approved by the Department of Public Works (hereinafter DPW) subject to the conditions referenced herein and marked as Exhibit A; and

WHEREAS, such use of a public thoroughfare for periods in excess of 30 days requires approval of the City Council pursuant to Charter Sec. 48(49) and Code of Ordinances, Chap. 27, Sec. 27-32.

WITNESSETH:

NOW THEREFORE, in consideration of the above and mutual covenants contained herein, the CITY and HPC enter into the following License Agreement:

1. TERM

This license agreement shall become effective upon full execution of this Agreement, with the commencement of the term of this agreement relating back to and beginning on February 1, 2017 and continuing until its termination on October 31, 2018. At the termination of this Agreement, HPC shall promptly remove, at its own expense, all equipment and other materials or obstructions placed upon the Premises and shall cease to obstruct the Premises. Such removal shall be conducted with reasonable speed and diligence; time for prompt removal is of the essence. In the event HPC fails to promptly remove such obstructions, said obstructions may be removed by the City and HPC shall be liable for all expenses and costs associated with such removal, including reasonable attorney's fees.

2. LOCATION

HPC may use, encumber, and obstruct the street, sidewalk, and greenbelt area in front of 194 St. Paul Street including area along King Street and Maple Street adjacent to the Premises for an area of approximately 19,993 square feet, as is more fully depicted on the attached plan,

marked as Exhibit B, and hereinafter referred to as the Premises. The purpose of this encumbrance is to allow for the placement of construction fencing, and other activities related to the construction project at 194 St. Paul Street, the placement of construction related vehicles and equipment, and other construction related activities.

3. **MAINTENANCE & PUBLIC PROTECTION**

The Premises shall be maintained in accordance with all conditions set by DPW. Such conditions shall include the following enumerated conditions, but may also be supplemented by DPW upon reasonable notice in the event DPW determines that the public safety, health and or welfare require such supplemental conditions:

a. HPC shall take all reasonable precautions to protect the public from potential hazards resulting and emanating from the Premises due to activities related to the uses for which this encumbrance is permitted.

b. HPC shall control the dust and dirt and other debris on the encumbered area and adjoining areas, including picking up and sweeping such dust, dirt and debris. HPC shall submit a dust control and street sweeping plan to DPW's excavation inspector detailing the activities it shall take to control such dust, dirt and debris. HPC shall take all additional reasonable activities requested by DPW to control such dust, dirt and debris. HPC shall maintain all construction barriers and keep them in good, working condition. All costs associated with the maintenance and upkeep of construction barriers are solely the responsibility of HPC.

c. HPC shall not allow obstructions and interferences in the lines of sight on the Premises or the adjacent construction site.

d. HPC shall institute and properly maintain a traffic control plan for all types of vehicles and for pedestrians such that said vehicles and pedestrians are protected from hazards and dangers emanating from the Premises and the associated construction site and related construction activities. HPC shall erect proper signage to redirect pedestrians safely from the Premises. HPC shall submit a traffic control plan for pedestrians, including a plan for signage, to DPW's excavation inspector detailing the activities it shall take to control such pedestrian traffic. HPC shall take all additional reasonable activities requested by DPW to control such pedestrian traffic. HPC shall submit a traffic control plan for vehicles, including a plan for signage, to DPW's excavation inspector detailing the activities it shall take to control such vehicular traffic. HPC shall take all additional reasonable activities requested by DPW to control such vehicular traffic or pedestrian traffic to provide collaboration or cooperation with adjacent projects.

e. HPC shall protect all the utilities located on, about, adjoining, and adjacent to the Premises and shall protect all utilities regardless of their proximity to the Premises from all manner of harm and damage caused by activities conducted on or about or in connection with HPC's use of the Premises. HPC shall submit a utility protection plan to DPW's excavation inspector detailing the activities it shall take to protect such utilities. HPC shall take all additional reasonable activities requested by DPW to protect such utilities.

f. HPC shall not maintain or store any toxic or hazardous waste materials or contaminants upon the Premises. HPC shall defend, indemnify and save the City harmless from any claims, causes of action, penalties, fines or other assessments, or the expense and cost of cleanup arising out of or in connection with said hazardous or toxic materials or contaminants upon said premises caused by HPC.

g. HPC shall be responsible for removing, hauling and properly disposing any accumulated snow or ice on the Premises, or adjacent to any construction fences or barriers that cannot be removed by the CITY's conventional means or methods.

h. HPC shall be responsible for protecting all City trees within the encumbered area. This includes but is not limited to: consulting the City's Certified Arborist for any limbing that is needed in advance of the start of work, following the City's maintenance and protection of trees specification, marking off a protection zone around the tree to avoid damage to the trunk and consolidation of the soil within the drip line. Should any City trees be damaged during the course of work, where the tree is not expected to survive HPC will be required to replace the tree in either value or trunk diameters as determined by the City Arborist.

4. PLAN TO REESTABLISH PUBLIC INFRASTRUCTURE

HPC shall submit its plan to reestablish the public infrastructure being obstructed and encumbered by this Agreement to DPW's excavation inspector within 30 days of execution of this Agreement. Reestablishment of public infrastructure should be substantially completed by August 30, 2018, and finally complete no later than October 31, 2018. Such plan shall cover any areas on the Premises and property otherwise disturbed by the work associated with and related to the use of the Premises and the construction project adjacent thereto. HPC shall be responsible for the cost of reestablishing the public infrastructure and for doing such work. Such work shall be performed pursuant to all required permits, laws, ordinances or codes and shall be completed by the completion date set forth above according to all City Standards unless an express written extension is granted by DPW.

5. **LICENSE FEE**

There shall be a fee for this license of \$62,307.00, the sum of the following: the application fee of \$25.00, the encumbrance fee of \$17,282.00 (\$1/SF), the encumbrance of the metered parking spaces of \$45,000.00. The fee shall be paid according to the phases outlined above; payment for phase one shall be \$11,000.00 paid at the Clerk Treasurer's Office, payment for phase two shall be \$6,307.00 paid at the Clerk Treasurer's Office and \$45,000.00 paid at the DPW offices.

The rate for the metered parking spaces is set at the maximum daily rate for the meter type, for this application 2 blue metered spaces on King Street with a maximum daily rate of \$10/meter, and 12 brown metered parking spaces with a maximum daily rate of \$4/meter on the east side of St. Paul Street are being encumbered. This results in a fee for the metered parking spaces of \$68/day; parking revenue is collected 6 days a week and the project duration where metered spaces will be encumbered is estimated at 110 weeks between the start of this Agreement and August 30, 2018. Should HPC require use of the metered parking spaces beyond August 30, 2018 they shall be required to pay at the daily maximum meter rate for any metered parking spaces they are using within the encumbered area. The fee for the metered parking spaces shall be paid to the Traffic Fund G/L 264-19-200-450.4205.

6. **REVOCATION**

This Agreement and the license granted herein shall be immediately revoked should HPC discontinue use of the Premises. This Agreement shall also be revocable by the City upon 15 days written notice of a breach of the terms and conditions of this Agreement; HPC shall have the right to cure said breach(es) within said 15 days, such cure being subject to the approval of DPW which shall not be unreasonably withheld. Upon revocation, HPC shall promptly remove

at its own expense all equipment and other materials or obstructions placed upon the Premises and shall cease to obstruct the Premises. Such removal shall be conducted with reasonable speed and diligence; time for prompt removal is the essence in the event of revocation. In the event HPC fails to promptly remove such obstructions, said obstructions may be removed by the City and HPC shall be liable for all expenses and costs associated with such removal, including reasonable attorney's fees.

7. **INSURANCE**

a. HPC shall maintain in effect throughout the term of this Agreement comprehensive public liability insurance with an A-rated insurance carrier, or better, qualified to transact business in the State of Vermont, insuring against all legal liability for injuries or damages suffered as a result of the exercise of rights granted pursuant to this Agreement in an amount not less than \$1,000,000 for each occurrence and \$2,000,000 general aggregate. The City shall be named as an additional insured on such insurance policy.

b. Prior to the execution of the Agreement, HPC shall furnish the City with a certificate of insurance indicating coverage amounts and a policy endorsement which shall include the provision that the City is named as an additional insured and shall be given 30 days written notification prior to any cancellation of such insurance regardless of the reason. The certificate and policy endorsement shall be attached to this Agreement as Exhibits C and D.

c. It is the responsibility of HPC to ensure that a current certificate of insurance and policy endorsement containing the aforementioned provisions is on file with the City at all times. Failure to furnish and maintain a current policy endorsement with the City will result in an immediate revocation of this license, notwithstanding the above provision related to revocation for breach of this Agreement.

8. INDEMNIFICATION

HPC agrees to indemnify, defend, and hold the City harmless and free from liability arising out of HPC's use of the City's right-of-way and the Premises licensed herein and HPC agrees to make no claim against the City or any of its officers, employees, agents or representatives for any loss or damage caused by the City's use or maintenance of the Premises.

9. PERMITS AND COMPLIANCE WITH LAW

HPC shall be responsible for obtaining all necessary permits, City, State or federal, including by not limited to zoning, building, stormwater, dig-safe and excavation, prior any use requiring said permits. HPC shall comply with all applicable laws, codes, or ordinances.

10. NUISANCES PROHIBITED

HPC shall not, during the term of this Agreement, on or in the Premises maintain, commit, or permit the maintenance or commission of any nuisance or violation of any applicable City ordinance, State or Federal statute, or controlling bylaw, code, regulation or condition whether existing at the time of commencement of this Agreement or enacted, amended, or otherwise put into effect during the term of this Agreement. Nor shall HPC act in a way or permit an action that constitutes a public nuisance upon the Premises.

11. ASSIGNMENT OF RIGHTS

HPC shall not sell or assign its rights pursuant to this Agreement or permit the use of the Premises or any part thereof by any other entity without the express prior written consent of the City. Any unauthorized action in violation of this provision shall be void and shall terminate and immediately revoke this Agreement and HPC's rights pursuant to this Agreement.

12. LIMITATION OF RIGHTS

HPC acknowledges that no property or other right is created other than that specifically defined and limited by this Agreement.

13. WAIVER

No waiver of a breach of any of the covenants, agreements or provisions contained in this Agreement shall be construed to be a waiver of any subsequent breach of the same or of any other provision in the Agreement.

14. ENTIRE AGREEMENT

This Agreement contains the entire understanding of the parties with respect to the subject matter hereof.

15. WRITING REQUIRED

No change, amendment or modification of this Agreement shall be valid unless in writing and signed by the parties hereto or their respective successors and assigns.

16. EXECUTION OF AGREEMENT – PHASE ONE ONLY

DATED at Burlington, Vermont this _____ day of _____, 2017.

CITY OF BURLINGTON

Witness

By: _____
Miro Weinberger
Duly Authorized

HP CUMMINGS CONSTRUCTION COMPANY

Witness

By: _____
_____, Duly Authorized Agent

17. EXECUTION OF AGREEMENT – PHASE TWO ONLY

DATED at Burlington, Vermont this _____ day of _____, 2017.

CITY OF BURLINGTON

Witness

By: _____
Miro Weinberger
Duly Authorized

HP CUMMINGS CONSTRUCTION COMPANY

Witness

By: _____
_____, Duly Authorized Agent

Exhibit A

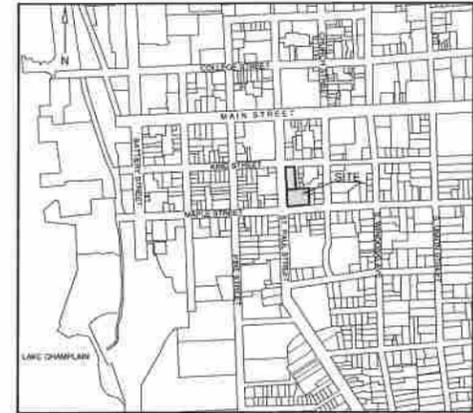
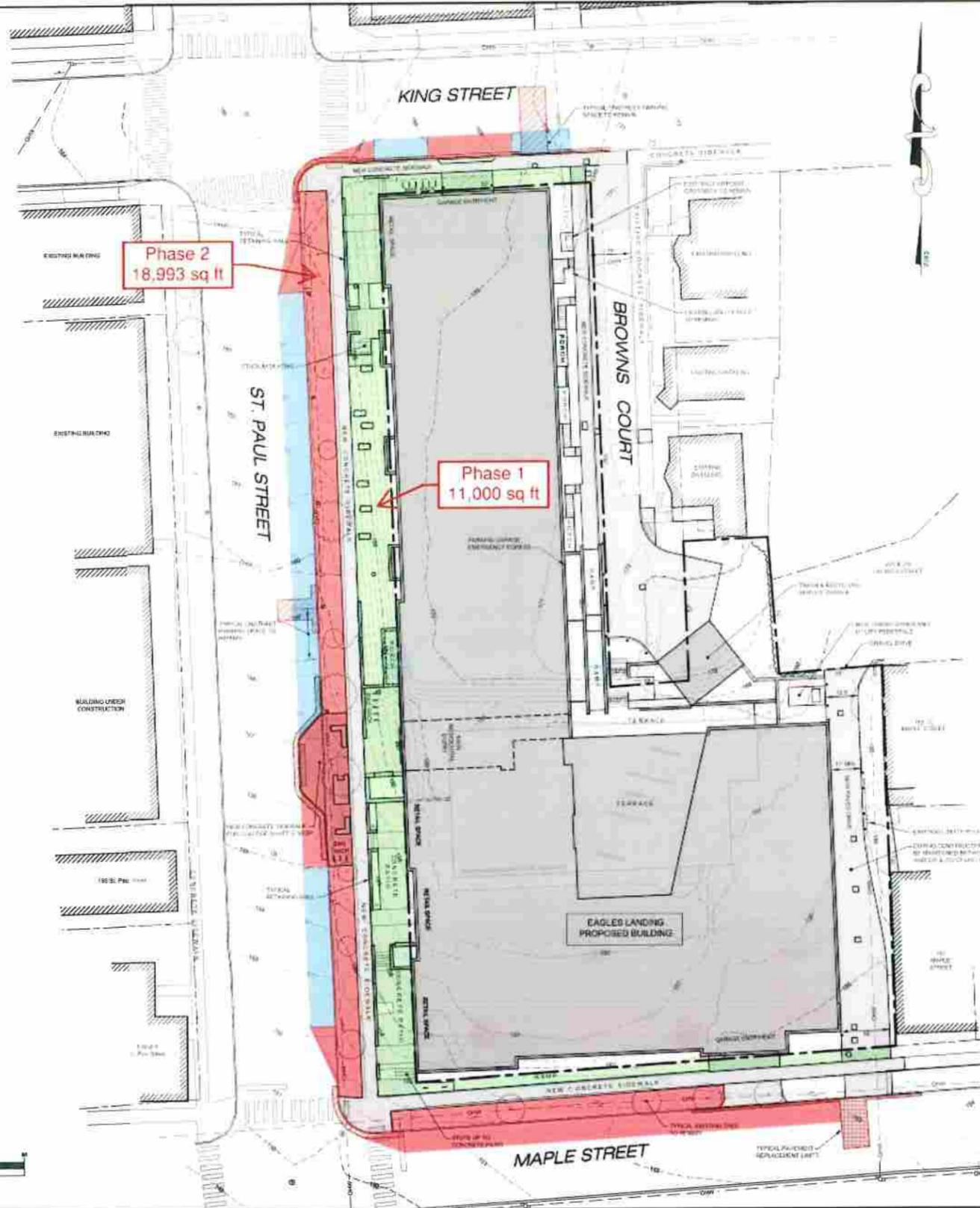
Encumbrance Permit Application submitted by HP Cummings Construction Company

Attached

Exhibit B

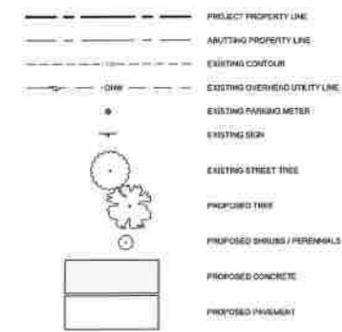
Encumbered areas as depicted by DPW over the Site Plan entitled “Champlain College, Inc., Site Plan” prepared by Lamoureux & Dickinson Consulting Engineers as Sheet C1 dated October 2, 2013.

Attached



LOCATION MAP
NOT TO SCALE

LEGEND



- NOTES:
1. THE PURPOSE OF THIS PLAN IS TO PRESENT THE SITE LAYOUT FOR THE PROPOSED REDEVELOPMENT OF THE FORMER GAULES CLUB PROPERTY AND THE PUBLIC PARKING LOT. SEE OTHER SHEETS AND ARCHITECTURAL PLANS FOR ADDITIONAL DESIGN RELATED INFORMATION AND EXISTING CONDITIONS.
 2. THE BUILDING IS PROPOSED FOR STUDENT HOUSING. PLUS 4 RETAIL SPACES AT STREET LEVEL ALONG ST PAUL STREET. THE STUDENT HOUSING UNITS ARE COMPOSED OF STUDY OCCUPANCY BEDROOMS. THE RETAIL SPACES ARE PROPOSED FOR THE SALE OF DRY GOODS ONLY.
 3. BOUNDARY INFORMATION IS BASED UPON THE PROPERTY PLAT INCLUDED IN THE PLAN SET. THIS PROJECT INVOLVES MERGING LOTS CURRENTLY OWNED BY CHAMPLAIN COLLEGE, INC. AND THE CITY OF BURLINGTON.
 4. PRIOR TO COMMENCEMENT THE CONTRACTOR SHALL VERIFY ALL BUILDING DIMENSIONS AND THE LOCATION AND ELEVATION OF ALL ENTRANCES AND UTILITY SERVICES WITH THE ARCHITECTURAL PLANS.

08-08-18	COORDINATION REVISIONS	ADR
08-16-18	PRELIMINARY 3RD SET	ADR
04-29-18	REVISIONS FOR ARCHITECTURAL AND LANDSCAPE ARCHITECT PLANS	ADR
07-21-18	REVISIONS FOR ARCHITECTURAL AND LANDSCAPE ARCHITECT PLANS	ADR
09-05-18	REVISIONS PER CITY MEDIATION	ADR
08-07-18	ADD NOTE REGARDING STUDENT HOUSING SINGLE OCCUPANCY BEDS	ADR
02-01-18	REVISE SITE LAYOUT PER CDMOTTY REVIEW	ADR

SHEET INDEX:

C1	SITE PLAN
C2	EXISTING CONDITIONS & DEMOLITION PLAN
C3	UTILITY & GRADING PLAN NORTH
C4	UTILITY & GRADING PLAN SOUTH
C5	EROSION PREVENTION & SEDIMENT CONTROL
C6	(DELETED)
C7	DRIVE, PARKING & SIDEWALK DETAILS
C8	WATER, STORM & SEWER DETAILS
C9	STORMWATER & EPSC DETAILS

These plans shall only be used for the purposes shown below:

<input type="checkbox"/> Sketch/Concept	<input type="checkbox"/> Art 230 Review
<input type="checkbox"/> Preliminary	<input type="checkbox"/> Construction
<input type="checkbox"/> Final Local Review	<input type="checkbox"/> Record Drawing

LANDS OF
CHAMPLAIN COLLEGE, INC.
KING STREET, BURLINGTON

SITE PLAN

LD Lamoureux & Dickinson
Consulting Engineers, Inc.
14 Morse Drive, Barre, VT 05413
802-478-4450 www.LDEngineering.com



Project No. 12006
Survey JPS
Design N/A
Drawn LAD
Checked ABR
Date 10-03-13
Scale
Sheet number **C1**



Memo

Date: January 11, 2017

To: Public Works Commission

From: Nicole Losch, PTP, Sr. Planner

Subject: Colchester Avenue / Riverside Avenue Intersection Scoping

Background

The 2011 Colchester Avenue Corridor Plan identified the intersection of Colchester Avenue / Riverside Avenue / Barrett Street / Mill Street as a potential standalone project that could be implemented and contribute to the overall Complete Street vision of Colchester Avenue. The corridor plan identified issues and challenges of the intersection and recommended consolidating the approaches into one signalized intersection (Figure 1).

To further evaluate and define this recommendation, as well as other potential alternatives, the City requested assistance from the CCRPC to complete a scoping process that will provide more detail and assist the City in selecting a preferred alternative.

Scoping

In 2016 the Chittenden County Regional Planning Commission (CCRPC) initiated a scoping study of the intersection of Colchester Avenue / Riverside Avenue / Barrett Street / Mill Street. "Scoping" is the Project Development phase that moves a recognized problem from an idea through the development of alternatives and environmental screening. For this project, scoping considered the area's importance as the northern gateway to Burlington, scenic vistas to the Winooski River, the concurrent feasibility study of a separate bicyclist and



Figure 1: Corridor Plan Concept

pedestrian bridge over the Winooski River, and the concurrent scoping study of the Winooski River motor vehicle bridge.

Through several meetings with the community and the advisory committee, a purpose and need statement has been developed, alternatives have been considered, and recommendations have been made for the City to consider. Led by Stantec, the project team presented alternatives for short-term improvements, two different alignments for a 4-way signalized intersection, and a roundabout.

After considering the alternatives, the Advisory Committee recommends the City pursue the short-term improvements as soon as possible to address safety issues. The Committee also recommends the roundabout be removed from consideration as the preferred alternative because of the impacts identified in the evaluation matrix. The Committee recommends the 4-way signalized intersection alternatives, Alternative 1 and 2, be considered as the preferred alternative.

Next Steps

To inform the Committee's decision for Alternative 1 or 2 to be the preferred alternative and to better understand the potential schedule for long-term and/or mid-term improvements, the Committee will wait for the results of the Winooski Bridge Scoping Study that will begin in 2017.

Jason Charest, PE, Sr. Transportation Planning Engineer at the CCRPC and project manager for this scoping study, will present the background, scoping process, and next steps for this intersection scoping study.

ATTACHMENTS

Intersection Alternatives

Alternatives Evaluation Matrix

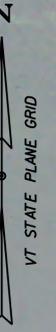
Advisory Committee Meeting Notes, November 2016

For more information on this project, visit:

<http://www.ccrpcvt.org/our-work/transportation/current-projects/scoping>

Colchester/Riverside Ave.
Short Term Improvements
(4 Lane Bridge)

0 20 40
SCALE IN FEET



RIGHT ARROW FOR
SOUTHBOUND RIGHT TURNS

CROSSWALK WITH
PEDESTRIAN SIGNAL

MILL STREET
SIDEWALK

MILL STREET

RELOCATE BUS STOP WITH BULB OUT

BICYCLE CONNECTION
TO SHARED USE PATH

DELINEATED ON-STREET PARKING

PEDESTRIAN SIGNAL
AT CROSSWALK
(LEADING INTERVAL)

SHARROWS

PROTECTED LEFT TURN PHASE ADDED
FOR SOUTHBOUND COLCHESTER
AVENUE

BARRETT STREET

PED/BIKE
CROSSWALK

PEDESTRIAN SIGNAL
AT CROSSWALK
(LEADING INTERVAL)

NEW PAVEMENT
MARKINGS

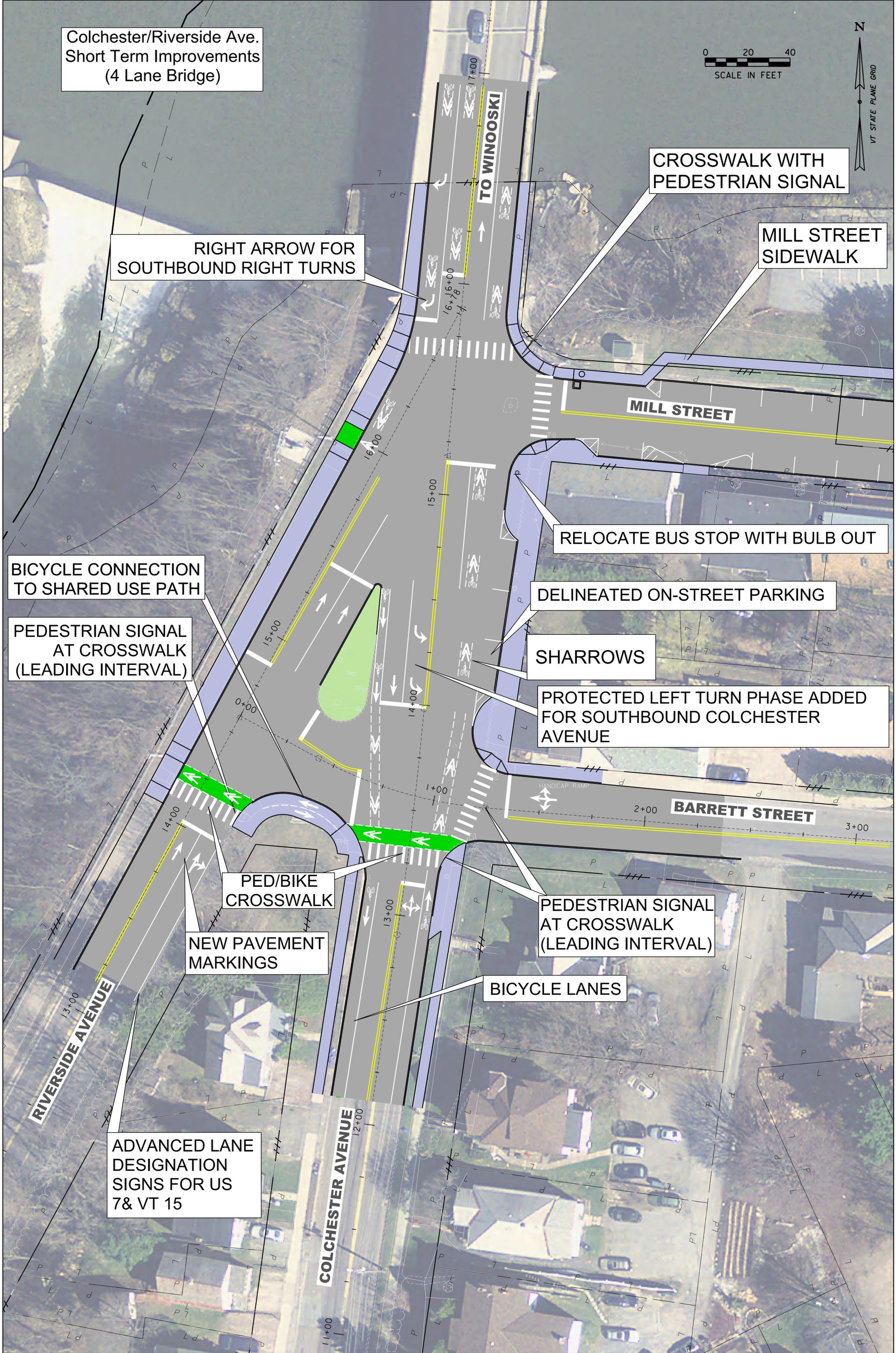
BICYCLE LANES

ADVANCED LANE
DESIGNATION
SIGNS FOR US
7 & VT 15

COLCHESTER AVENUE

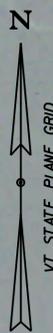
RIVERSIDE AVENUE

TO WINOOSKI



**Colchester/Riverside Study
4-way Intersection
(4 Lane Bridge-2NB/2SB)**

0 60 120
SCALE IN FEET



TO WINOOSKI

**RIGHT TURN ONLY-
(PEAK HOUR OPTION)**

**MILL STREET
SIDEWALK**

MILL STREET

POCKET PARK

TRUCK APRON

**PEDESTRIAN SIGNAL
AT CROSSWALK**

RELOCATE BUS STOP WITH BULB OUT

UNLOADING AREA RETAINED

BARRETT STREET

**NEW TRAFFIC SIGNAL WITH PEDESTRIAN
SIGNALS AND LIGHTING (LEADING INTERVAL)**

**PEDESTRIAN/BIKE CONNECTION
TO SHARED USE PATH**

**WIDER
CROSSWALK**

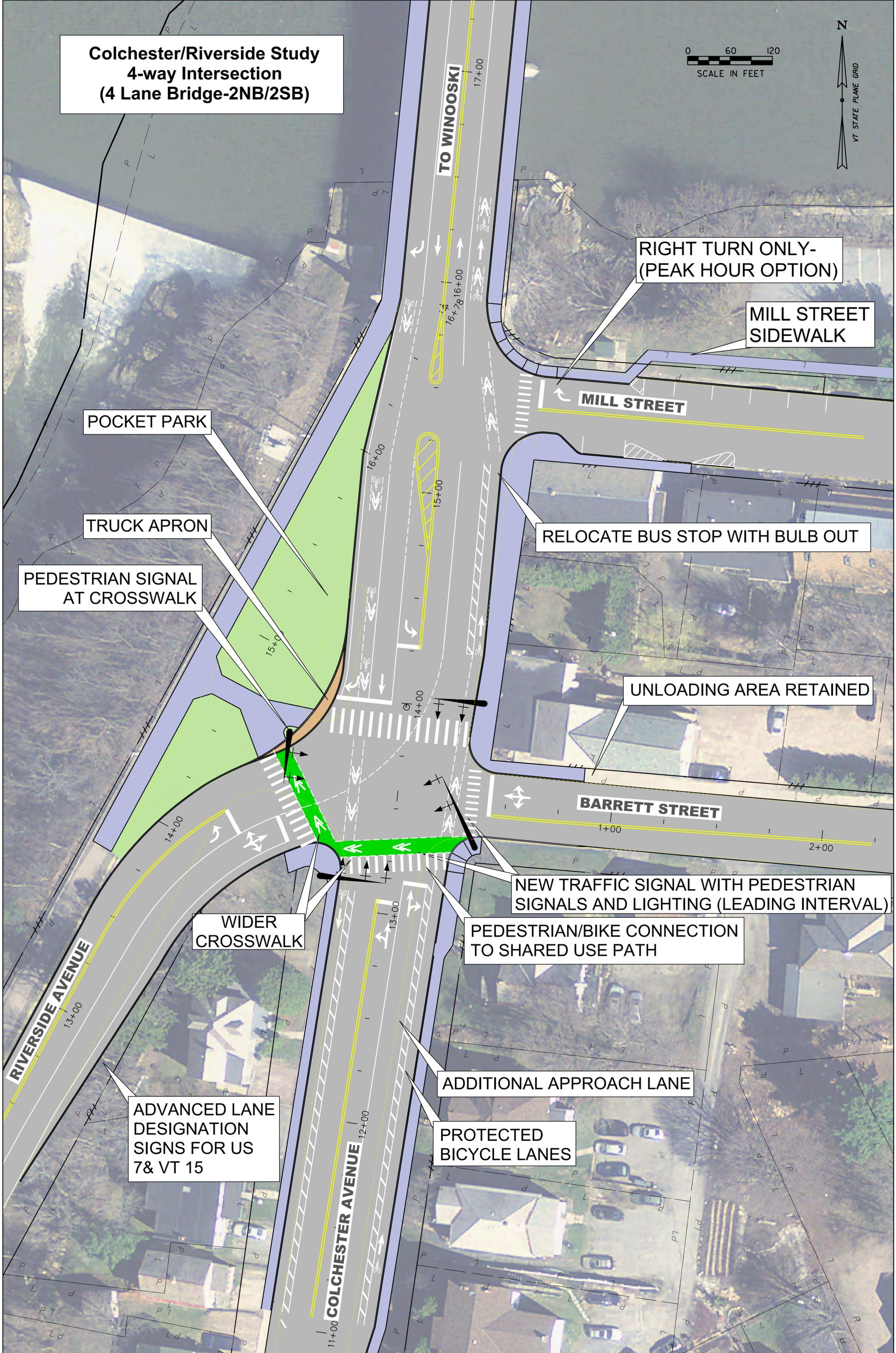
ADDITIONAL APPROACH LANE

**PROTECTED
BICYCLE LANES**

**ADVANCED LANE
DESIGNATION
SIGNS FOR US
7 & VT 15**

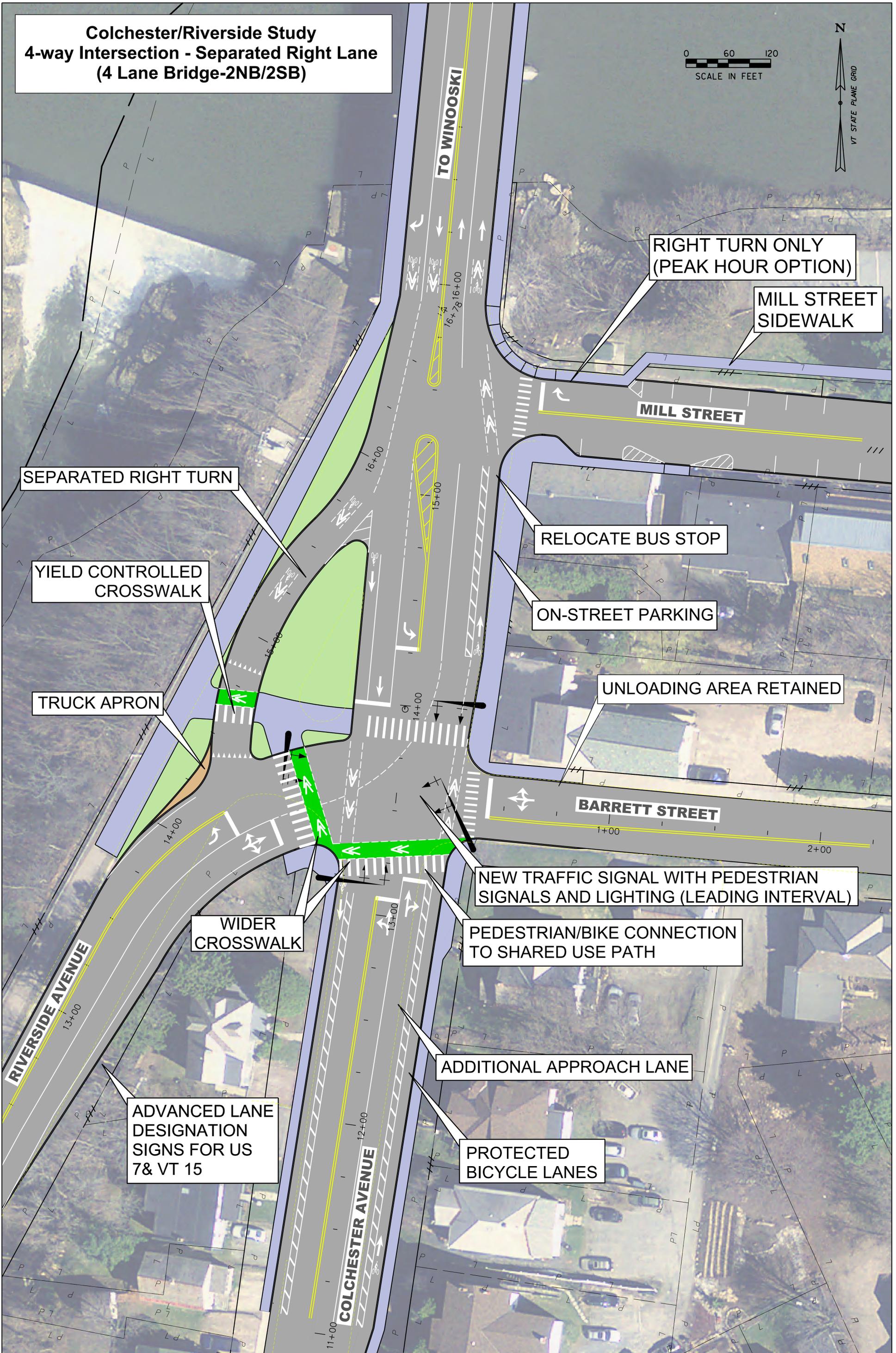
RIVERSIDE AVENUE

COLCHESTER AVENUE



**Colchester/Riverside Study
4-way Intersection - Separated Right Lane
(4 Lane Bridge-2NB/2SB)**

0 60 120
SCALE IN FEET



RIGHT TURN ONLY
(PEAK HOUR OPTION)

MILL STREET
SIDEWALK

MILL STREET

SEPARATED RIGHT TURN

RELOCATE BUS STOP

YIELD CONTROLLED
CROSSWALK

ON-STREET PARKING

TRUCK APRON

UNLOADING AREA RETAINED

BARRETT STREET

NEW TRAFFIC SIGNAL WITH PEDESTRIAN
SIGNALS AND LIGHTING (LEADING INTERVAL)

WIDER
CROSSWALK

PEDESTRIAN/BIKE CONNECTION
TO SHARED USE PATH

ADDITIONAL APPROACH LANE

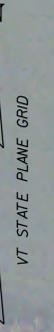
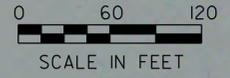
ADVANCED LANE
DESIGNATION
SIGNS FOR US
7 & VT 15

PROTECTED
BICYCLE LANES

COLCHESTER AVENUE

RIVERSIDE AVENUE

**Colchester/Riverside Study
Roundabout Intersection
(4 Lane Bridge)**



RIGHT TURN ONLY

MILL STREET SIDEWALK

MILL STREET

RELOCATE BUS STOP WITH WIDENED SIDEWALK AND PARKING REMOVAL

BARRETT STREET

NEW RETAINING WALL

SINGLE APPROACH LANE

REQUIRES LOT ACQUISITION

ADVANCED LANE DESIGNATION SIGNS FOR US 7 & VT 15

BIKE CONNECTION TO SHARED USE PATH

PROTECTED BICYCLE LANES

NEW RETAINING WALL

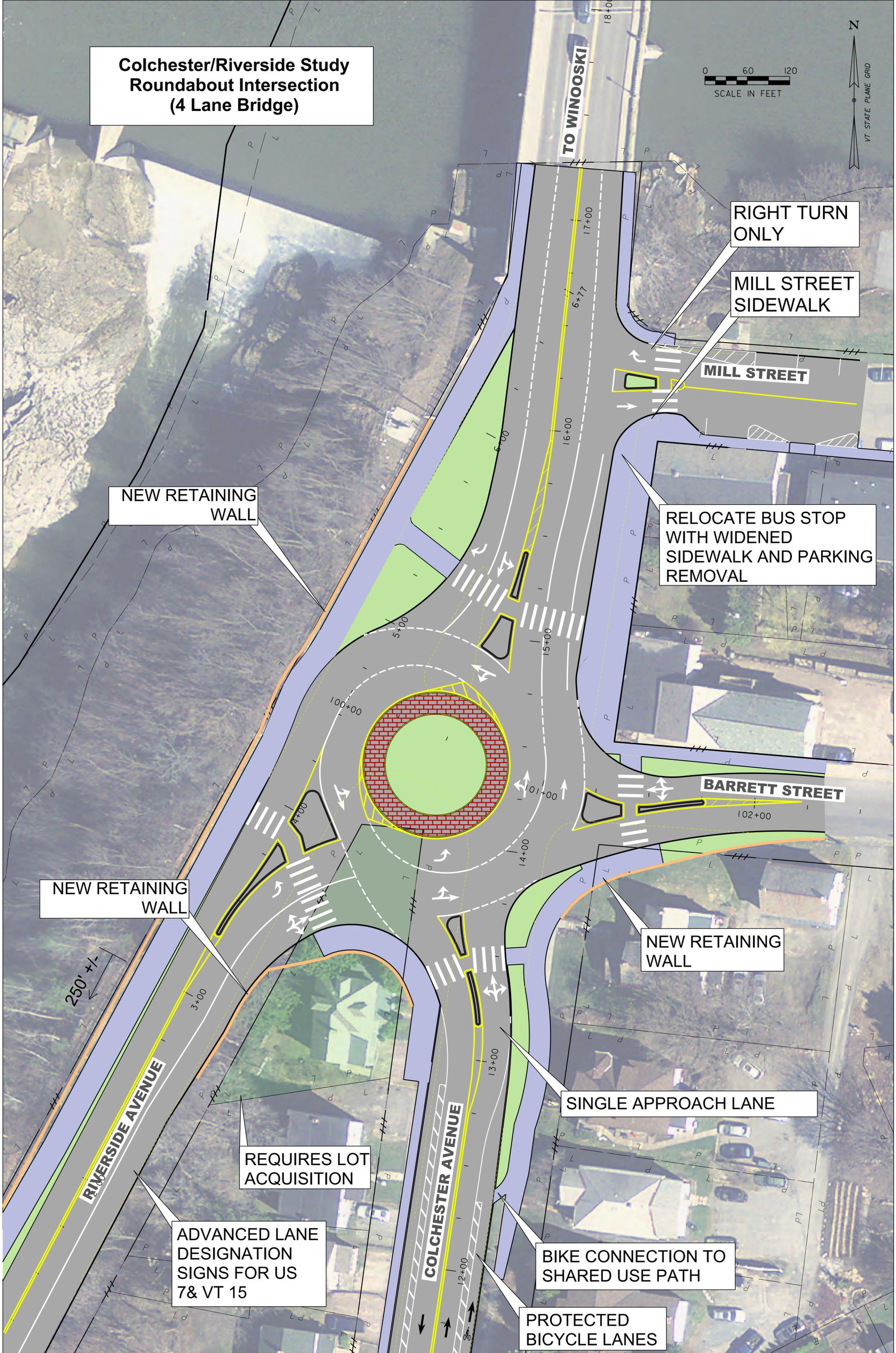
NEW RETAINING WALL

250' +/-

RIVERSIDE AVENUE

COLCHESTER AVENUE

TO WINOOSKI





Handout #1: Alternatives Evaluation

Advisory Committee Meeting

November 10, 2016

Colchester/Riverside/Barrett/Mill Intersection Study Burlington, VT

In response to comments made at the September 22, 2015 Advisory Committee meeting, the new evaluation matrices have been developed to present a clearer picture of the alternatives analysis. The new matrices first address the elements of the alternative plans that were most discussed at the September meeting. These include:

- Traffic Operations;
- Crash Reduction;
- Pedestrian Experience;
- Bicyclist Experience;
- Intersection Complexity;
- Cost;
- Risk;
- Disruption.

Second, a new matrix is provided to measure compliance with the Purpose and Need Statement for this project. The new matrices are presented for review to help the Committee reach a consensus in support of a preferred alternative.

The first of the attached evaluation matrices is presented in two parts. The first section compares the No Build (Do Nothing) alternative to the Short-Range alternative and a new alternative, the "Mid-Range" alternative. The second section compares the three proposed long-range alternatives that were presented at the September meeting and in the draft *Alternatives Description and Evaluation* report. The matrix provides commentary and color coding, as described in greater detail below, to indicate the relative performance of each alternative for the attributes listed above. The two-part matrix is then reformatted, with limited commentary, in order to present all six alternatives side by side.

New Mid-Range Alternative

A new alternative, the Mid-Range alternative, is proposed and evaluated in response to comments received at the September 22, 2016 Advisory Committee meeting. At the meeting it was asked if any components of the long-range alternatives could be brought forward and incorporated into the Short-Range alternative. For the most part, the intersection reconfigurations and traffic control changes proposed in Alternatives 1, 2 and 3 are not compatible with the Short-Range alternative. The one



exception is the proposed widening of Colchester Avenue south of Barrett Street in Alternatives 1 and 2. This change accommodates two northbound lanes and protected bike lanes on Colchester Avenue northbound approaching Barrett Street. This improvement could be constructed independent of the realignment of Riverside Avenue proposed in Alternatives 1 and 2. The Mid-Range alternative is comprised of the Short-Range alternative plus the widening of Colchester Avenue.

Matrix Format

The first five project attributes listed in the matrix relate to potential benefits that could be realized through project implementation. The last three attributes relate to the costs and risks associated with each alternative. The findings presented in the matrix are color coded. Cells are shaded light green to indicate that the proposed alternative will perform somewhat better than the No Build or Do Nothing alternative. Darker green indicates significantly better performance than the No Build alternative. Yellow shading is offered when there is no significant difference between the proposed alternative and the No Build alternative. Orange shading indicates somewhat worse performance relative to the No Build condition. Red shading indicates significantly worse performance. The No Build or Do Nothing alternative is the baseline condition by which all other alternatives are measured. Accordingly, the No Build alternative is shaded yellow for all attributes. Since all proposed alternatives are intended to improve traffic and safety conditions, the green shading generally applies to expected project benefits and the orange and red shading generally applies to project costs. Each of the project attributes in the matrix is discussed briefly below.

Traffic Operations

Traffic operations have been evaluated in terms of intersection peak hour operating levels of service or vehicular delay and vehicle queues. The No Build analysis indicates Level of Service (LOS) E operations in the 2035 design year for the more critical of the two commuter peak hours, the PM peak hour. The calculated average delay per vehicle is 64 seconds. The Short-Range alternative modifies signal timing and phasing to enhance pedestrian safety however, the changes diminish vehicular carrying capacity. The Short-Range alternative also results in LOS E operations. Calculated delays are 69 seconds per vehicle. This attribute is coded yellow for the Short-Range alternative since the level of service does not change relative to the No Build condition. The Mid-Range alternative adds capacity relative to the No Build condition reducing delays to 43 seconds per vehicle and improving operations to LOS D. Light green shading is shown for the Mid-Range alternative. The long-range, signalized intersection alternatives, Alternatives 1 and 2, offer some added intersection capacity but no significant reduction in overall traffic delays. Yellow shading is shown for these alternatives. The roundabout alternative, Alternative 3, does significantly reduce delays, from 64 seconds per vehicle to less than 20 seconds per vehicle, relative to the No Build condition and is therefore shaded dark green. Roundabout level of service calculations do not report an overall intersection level of service however, based on the calculated delays on each roundabout approach, Stantec applied an overall rating of LOS C.

Crash Reduction

A detailed analysis was conducted to consider the potential safety impacts of the proposed reconfiguration of the existing three intersections and other proposed safety improvements. Predicted crash conditions for each long-range alternative were developed using existing crash rate data and crash modification factors published in the *Highway Safety Manual*. The net present value of predicted crashes over a 20-year time horizon was determined. The safety impacts of the Short-Range and Mid-Range alternatives were determined by examining elements of the analysis of the long-range alternatives that apply to the Short and Mid-Range alternatives. Specifically, the protected left-turn phasing proposed on southbound Colchester Avenue at Barrett Street is common to both and is expected to offer safety benefits. A calculated crash cost savings of \$2.5 million was determined relative to an estimated No Build crash value of \$12.7 million. Light green shading is associated with these alternatives. Significantly more substantial cost savings are associated with the long-range alternatives. Crash cost savings of \$5.3 and \$7.2 million were determined for Alternatives 1 and 2, respectively. The greatest savings however, are associated with the roundabout alternative as roundabouts generally experience lower crash rates and less severe crashes than signalized intersections. A savings of \$9.3 million, was calculated for Alternative 3. All three of long-range alternatives are shaded dark green.

Pedestrian Experience

Pedestrian safety is considered in the Crash Reduction analysis as motor vehicle-pedestrian crashes are included in the calculations. However, Committee members felt that the pedestrian safety and the pedestrian experience for each of the alternatives should be considered as a separate performance measure. Under No Build conditions when the traffic signals stop conflicting through vehicular traffic movements pedestrians cross the street at their discretion. However, there are no pedestrian signal heads to alert pedestrians when the conflicting through traffic volumes are stopped. The pedestrian signal heads proposed as part of the Short-Range, Mid-Range and long-range signalized intersection alternatives will provide positive guidance to pedestrians letting them know when it is the safest time to cross the street. Dark green shading is provided for the signal alternatives in the matrix reflecting the enhanced guidance for pedestrians. Studies generally indicate that roundabouts are safer for pedestrians than signalized intersections however, these studies do not make distinctions between multilane and single lane roundabouts. The pedestrian safety benefits under Alternative 3, which has two multi-lane approaches and one multi-lane departure, may be less significant. For the roundabout alternative, light green shading is provided indicating enhanced safety based on crash studies but recognizing that pedestrians must exercise proper judgement to safely cross the yield-controlled legs of the roundabout.

Bicyclist Experience

Again, similar to the pedestrian experience criterion, the bicyclist experience was examined separate from the overall crash reduction analysis. The existing traffic signal control allows bicyclists to traverse

the intersection while cross traffic is stopped. This mode of operation is maintained for the Short-Range, Mid-Range and long-range signalized intersection alternatives. These alternatives also provide extra wide crosswalks to accommodate bicyclists. The Short-Range alternative includes bike lanes on one roadway segment, Colchester Avenue. The Mid-Range and long-range signal alternatives provide enhanced (protected) bike lanes on this same segment. Since the bike lane additions do not include all intersection legs these alternatives are all shaded light green. Alternative 3 indicates a new mode of operation for bicyclists. The roundabout configuration will force bicyclists to either claim a lane and mix with vehicular traffic in the roundabout or to exit the roadway and use the sidewalk, mixing with pedestrians. Studies indicate that crash rates with bicycles and vehicles are higher in roundabouts relative to signalized intersections. This is viewed as a negative outcome for bicyclists relative to No Build conditions and orange shading is used.

Intersection Complexity

Intersection complexity is referenced in the project Purpose and Need Statement along with traffic operations and safety. Under existing conditions, three separate intersections are controlled by a single traffic signal system. The Short-Range and Mid-Range alternatives maintain this basic configuration and are shaded yellow. Alternative 1 effectively consolidates the two Barrett Street intersections with Riverside Avenue and Colchester Avenue into a single intersection. The Mill Street intersection is also simplified to a T-Type unsignalized intersection. Alternative 2 is a variation on Alternative 1 and additionally creates a new T-Type intersection where the separate right-turn lane on Colchester Avenue meets Riverside Avenue. Given the minor differences between these alternatives and their improvement over the No Build they are both shaded dark green. Roundabouts are generally considered to be easy to navigate. (All traffic from all approaches enters the roundabout and turns right.) However, the multilane components to this roundabout require decision-making by motorists regarding lane choice lending some complexity to the operation. This alternative was shaded light green.

Cost

There is a wide range of construction costs for the three long-range alternatives. Alternatives 1 and 2 will cost an estimated \$3.3 to 3.4 million. Alternative 3 is expected to cost about twice as much at \$6.7 million. The estimated cost for the Short-Range alternative is \$500,000. A detailed cost estimate was not developed for the Mid-Range alternative, however, since this alternative includes all the elements of the Short-Range alternative and approximately a third of the work associated with Alternative 1 or 2 a cost of \$1.5 million is assumed for this alternative. The Short-Range alternative is shaded yellow due to its relatively modest cost. Red shading is provided for the highest cost alternative, the roundabout. Orange shading is provided for Alternatives 1 and 2 and for the Mid-Range alternative.

Risk

There is also a significant difference in risk associated with the alternatives. Risk relates to the possibility that additional time and money is invested in an alternative that ultimately does not come to fruition.



The Short-Range alternative is the lowest risk alternative as all the proposed work would occur within the footprint of the existing roadway. The Mid-Range alternative and Alternatives 1 and 2 are considered somewhat riskier as implementation of these plans would involve expanding the edges of the existing roadway. The expansion is least significant for the Mid-Range alternative as it would be limited to a segment of Colchester Avenue south of Barrett Street. Alternatives 1 and 2 would include the Mid-Range widening of Colchester Avenue and work beyond the existing curb lines to raise the grade of Riverside Avenue. The potential need for easements or land takings to complete this work is a risk. Orange shading is shown for these alternatives to reflect this risk. There is much more substantial risk associated with Alternative 3 as the limits of work extend well beyond the existing curb line in several areas. Also, there is risk related to the need for federal approvals to take a historically significant property on the south side of the intersection. A negative determination regarding the taking would deem the roundabout proposal infeasible. The outcome of this process cannot be predicted with any certainty at this time. More certainty can only come with the investment of additional time and money. Alternative 3 was shaded red for the risk category.

Disruption

Project construction will lead to disruptions of various types. The Committee expressed concerns regarding construction related disruption to traffic flow and local businesses. Roadway construction inherently leads to reduced roadway capacity, increased traffic delays and traffic diversions to alternative routes. Also, businesses that rely on the roadways under construction for customer access generally suffer economic hardship. As such, a shorter, less disruptive construction period is better for motorists and businesses. The roundabout requires significant changes in the roadway profile and the construction of retaining walls. Consequently, it is expected that the construction period for the roundabout (Alternative 3) will be significantly longer than the construction period for the long-range signal alternatives (Alternatives 1 and 2). (This is reflected in the estimated construction costs as well.) A 1 to 1 ½ year construction period is estimated for Alternatives 1 and 2. A 2 to 2 ½ year construction period is assumed for Alternative 3. The Short-Range and Mid-Range alternatives have construction periods of 1 year or less. Longer term, a loss of five parking spaces on Colchester Avenue north of Barrett Street is associated with the Mid-Range alternative and all three long-range alternatives. In the cases of the Mid-Range alternative and Alternatives 1 and 2, the loss of parking results from the addition of a bike lane. Alternative 3 also eliminates the loading zone on the north side of Barrett Street. Alternative 3 will therefore have a more significant impact on commuters and local businesses. All alternatives were shaded the same for Disruption as they were for the previously discussed Cost and Risk categories.

Summary

As noted above, a reformatted matrix is also attached that compares all six alternatives side by side. Simply looking at the color patterns indicates what may be an unsurprising finding: greater rewards come with greater costs and risks. The more muted tones associated with both benefits and costs for

the Short-Range and Mid-Range alternatives suggest that with limited investment modest benefits can be achieved. At the other end of the spectrum is the roundabout alternative generally exhibiting bolder colors. This alternative offers the greatest safety and traffic delay reductions but is also the most costly and carries the most risk. Alternatives 1 and 2 carry more cost and risk relative to the Mid-Range alternative but they also provide greater safety benefits. The Mid-Range alternative provides greater reductions in traffic delay relative to Alternatives 1 and 2.

Purpose and Need Statement

As noted, the above discussion addresses the project attributes that were discussed most at the September meeting. Some of these attributes are also referenced in the project Purpose and Need Statement. The needs defined are to:

- Improve pedestrian safety;
- Provide a safer bicycle connectivity between Winooski and Burlington;
- Decrease the number of crashes;
- Address the intersection's complexity to create a stronger gateway;
- Formalize on-street parking; and,
- Manage peak hour congestion.

Performance of each alternative with respect to the Purpose and Need Statement is shown in a third matrix. As noted and described above, each of the alternatives will provide safer conditions for pedestrians relative to the No Build condition. The Mid-Range and long-range alternatives also add bike accommodations along Colchester Avenue improving connectivity to Winooski. Each alternative includes measures to reduce crashes. Each of the long-range alternatives address the issue of intersection complexity creating an enhanced gateway to the City of Burlington. Parking along Colchester Avenue is better organized with the Short-Range alternative addressing operational and safety concerns. These concerns are further addressed with the Mid-Range and long-range alternatives. Under these alternatives the on-street parking is eliminated to accommodate a bike lane. Finally, the added lane on Colchester Avenue northbound for the Mid-Range and long-range signal alternatives, Alternatives 1 and 2, increases intersection capacity allowing for better management of traffic congestion. Alternative 3, the roundabout alternative, also adds significant capacity to manage traffic demands. Overall, the Short and Mid-Range alternatives meet most aspects of the Purpose and Need Statement but do not address the intersection complexity issue. The three long-range alternatives meet all aspects of the Purpose and Need Statement.

EVALUATION MATRIX – SECTION 1

Attribute	Description	No Build	Short-Range	Mid-Range
Traffic Operations	How does the intersection perform with respect to peak hour intersection operating delays, queues and levels of service relative to the No Build alternative?	Delays for critical peak hour (PM) in LOS E range.	Delays for critical peak hour (PM) in LOS E range, same as No Build.	Delays for critical peak hour (PM) reduced by 33 percent. Level of service improves to LOS D.
Crash Reduction	What is the expected reduction in the value of crashes experienced over the next 20 years relative to the No Build alternative?	No change. Estimated value of crashes is \$12.7 Million.	Predicted \$2.5 Million savings vs. No Build.	Predicted \$2.5 Million savings vs. No Build.
Pedestrian Experience	How will pedestrians experience the intersection relative to the No Build alternative?	Major conflicting vehicular flows under signal control. No pedestrian signals.	Major conflicting vehicular flows under signal control. Pedestrian signals added vs. No Build. Safety Improved.	Major conflicting vehicular flows under signal control. Pedestrian signals added vs. No Build. Safety Improved.
Bicyclist Experience	How will bicyclists experience the intersection relative to the No Build alternative?	Multi use path on Riverside Avenue. No other bike accommodations.	Bike lanes added to Colchester Avenue. Wider crosswalks provided.	Protected bike lanes added to Colchester Avenue. Wider crosswalks provided.
Intersection Complexity	To what extent will the proposed changes result in a less complex intersection configuration?	No change relative to existing conditions.	No change relative to existing conditions.	No change relative to existing conditions.
Cost	How much will it cost to reconstruction the intersection?	\$0. No work proposed other than routine maintenance.	\$500,000. (Estimated range \$100,000 to \$800,000.)	\$1.5 Million vs. \$0 for No Build
Risk	How significant are the risks to project implementation, such as historic resource permitting and right-of-way acquisition, relative to the No Build condition?	No risk. No work proposed.	Nominal risk. All proposed work within existing curb lines.	Low risk. Minor change to existing roadway footprint. Change limited to Colchester Avenue.
Disruption	To what extent and for how long will project construction disrupt traffic operations and impact local businesses relative to the No Build alternative?	No disruption. No construction.	Construction period less than one year. Two parking stalls removed on Colchester Avenue north of Barrett Street.	Construction period likely one year or less. Five parking stalls removed on Colchester Avenue north of Barrett Street.

Legend				
Much Worse than No Build	Somewhat Worse than No Build	Comparable to No Build	Somewhat Better than No Build	Much Better than No Build

EVALUATION MATRIX – SECTION 2

Attribute	Description	Alt 1	Alt 2	Alt 3
Traffic Operations	How does the intersection perform with respect to peak hour intersection operating delays, queues and levels of service relative to the No Build alternative?	Delays for critical peak hour (PM) in LOS E range, same as No Build.	Delays for critical peak hour (PM) in LOS E range, same as No Build.	Delays for critical peak hour (PM) reduced by 60 percent. Rolling queues replace standing queues. Estimated LOS C during PM peak hour.
Crash Reduction	What is the expected reduction in the value of crashes experienced over the next 20 years relative to the No Build alternative?	Predicted \$5.6 Million savings vs. No Build.	Predicted \$7.2 Million savings vs. No Build.	Predicted \$9.3 Million savings vs. No Build.
Pedestrian Experience	How will pedestrians experience the intersection relative to the No Build alternative?	Major conflicting vehicular flows under signal control. Pedestrian signals added vs. No Build. Safety improved.	Major conflicting vehicular flows under signal control. Pedestrian signals added vs. No Build. Safety Improved.	Major conflicting vehicular flows from one direction only and under yield control (Build) vs. signal control and no pedestrian signals (No Build). Safety likely improved.
Bicyclist Experience	How will bicyclists experience the intersection relative to the No Build alternative?	Protected bike lanes added to Colchester Avenue. Wider crosswalks provided.	Protected bike lanes added to Colchester Avenue. Wider crosswalks provided.	Cyclists must claim a lane in roundabout or dismount and use sidewalk. Bike crashes more frequent in roundabouts.
Intersection Complexity	To what extent will the proposed changes result in a less complex intersection configuration?	Three signalized intersections become one signalized intersection and one unsignalized intersection.	Three signalized intersections become one signalized intersection and two unsignalized intersections.	Three signalized intersections become one modern roundabout (with multi-lane elements) and one unsignalized intersection.
Cost	How much will it cost to reconstruction the intersection?	\$3.3 Million vs. \$0 for No Build.	\$3.4 Million vs. \$0 for No Build.	\$6.7 Million vs. \$0 for No Build
Risk	How significant are the risks to project implementation, such as historic resource permitting and right-of-way acquisition, relative to the No Build condition?	Low risk. Minor change to existing "footprint" vs. no risk for No Build.	Low risk. Minor change to existing "footprint" vs. no risk for No Build.	High risk. Landtakings required affecting historic property vs. no risk for No Build.
Disruption	To what extent and for how long will project construction disrupt traffic operations and impact local businesses relative to the No Build alternative?	Estimated 1-1.5 years of construction based on construction cost vs. 0 years for No Build. Five parking stalls removed on Colchester Avenue north of Barrett Street.	Estimated 1-1.5 years of construction based on construction cost vs. 0 years for No Build. Five parking stalls removed on Colchester Avenue north of Barrett Street.	Estimated 2-2.5 years construction vs. 0 years for No Build. Five parking stalls removed on Colchester Avenue north of Barrett Street and loading zone lost on Barrett Street.

Legend			
Much Worse than No Build	Somewhat Worse than No Build	Comparable to No Build	Much Better than No Build

SUMMARY MATRIX

Attribute	No Build	Short-Range	Mid-Range	Alt 1	Alt 2	Alt 3
Traffic Operations	LOS E	LOS E	LOS D	LOS E	LOS E	LOS C (Estimated)
Crash Reduction	\$0 SAVINGS	\$2.5 M SAVINGS	\$2.5M SAVINGS	\$5.6M SAVINGS	\$7.2M SAVINGS	\$9.3M SAVINGS
Pedestrian Experience	NO CHANGE	PED SIGNALS TRAFFIC STOPS	PED SIGNALS TRAFFIC STOPS	PED SIGNALS TRAFFIC STOPS	PED SIGNALS TRAFFIC STOPS	TRAFFIC YIELDS
Bicyclist Experience	NO CHANGE	BIKE LANES	PROTECTED BIKE LANES	PROTECTED BIKE LANES	PROTECTED BIKE LANES	BIKES MERGE WITH TRAFFIC
Intersection Complexity	NO CHANGE	NO CHANGE	NO CHANGE	ONE 4-WAY INT ONE T-TYPE INT	ONE 4-WAY INT TWO T-TYPE INT	ROUNDBOUT WITH 2-LANE ELEMENTS
Cost	\$0	\$500,000	\$1.5M	\$3.3M	\$3.4M	\$6.7M
Risk	NONE	EXISTING "FOOTPRINT"	MINOR WIDENING	MINOR WIDENING	MINOR WIDENING	HISTORIC PROPERTY IMPACTS
Disruption	NONE	LESS THAN ONE YEAR	UP TO ONE YEAR	1.0 TO 1.5 YEARS	1.0 TO 1.5 YEARS	2.0 TO 2.5 YEARS

Legend						
Much Worse than No Build	Somewhat Worse than No Build	Comparable to No Build	Somewhat Better than No Build	Much Better than No Build		

Category	No Build	Short Range	Mid Range	Alt 1	Alt 2	Alt 3
Enhance Pedestrian Safety		◆	◆	◆	◆	◆
Safer Bike Connection to Winooski			◆	◆	◆	◆
Reduce Crashes		◆	◆	◆	◆	◆
Address Complexity				◆	◆	◆
Formalize On-Street Parking		◆	◆	◆	◆	◆
Manage Congestion			◆	◆	◆	◆
Satisfies Purpose and Need Statement	No	Partially	Partially	Yes	Yes	Yes

Project Advisory Committee Meeting #4

Colchester/Riverside Avenue Scoping Study/ 195311163

Date/Time: November 10, 2016 /5:30 pm
Place: CCRPC
Attendees: Attendees Jason Charest (CCRPC), Sharon Bushor (Ward 1 City Councilor), Jason Van Driesche (Local Motion), Nicole Losch (Burlington DPW), Greg Edwards (Stantec), Rick Bryant (Stantec), Wayne Senville (Ward 1 NPA Representative), Linda Letourneau (V/T Commercial - Chace Mill Property Manager), Richard Hillyard (Ward 1 NPA Representative), David Armstrong (GMT), Sandy Thibault (CATMA, Hill Institutions), Eleni Churchill (CCRPC), Meagan Tuttle (Burlington Staff)
Absentees: Alexander Sampson (Winooski Public Works), Kelly Stoddard Poor (AARP)
Distribution: Attendees, Absentees

Meeting Summary

Purpose of meeting was to address comments from PAC Meeting #3, present updated plans and select a preferred alternative.

Meeting Notes

Stantec Presentation

- The attached plans and information were provided in a handout by email prior to the meeting and in hard copy form at the meeting. Revisions to the plans were presented and comments were deferred until the end of presentation.
- A mid-term alternative was presented to address the PAC's previous question regarding what long term improvements could be considered as an initial phase in the instance constructing the long term was problematic. A mid-term alternative was proposed that consisted of the construction of the additional northbound approach lane on Colchester Avenue in addition to the short-term improvements. The mid-term improvements would compliment and contribute to Alternatives 1 and 2 but not alternative 3.
- Stantec will check "call out" on plans regarding removal of on-street parking and make it clear where parking is to remain on Barrett Street and Colchester Avenue.
- Questions asked regarding the location for the beginning of the second lane on Colchester Avenue northbound.

PAC members comments on the short term and long term improvements.

- Sharon Bushor:

- Stressed the short term improvements for the pedestrians and bicycles should be pursued. It was pointed out the short term improvements, although subject to funding, are a given and are not excluded by pursuing the long term alternatives.
 - It was also pointed out The City will be funding the short term improvements.
- Wayne Seville
 - He indicated he is hesitant to support Alternative 3, the roundabout, due to the historic impacts and the pedestrian and bicycle safety concern with the 2 lane roundabout operation.
 - He suggested considering the mid-term improvements as part of the short term.
- Jason Van Driesche:
 - Also was concerned with the pedestrian and bicycle safety of the 2 lane roundabout.
 - He indicated the roundabout as too large of a scale given the context of the area and does not provided the desired gateway to the City.
 - With Alternative 2, he had a concern with the bike crossing the separated right turn lane and suggested considering providing a bike lane.
 - Also felt Alternative 2 promotes higher vehicle speeds for right turns.
 - It was pointed out Alternative 2 was developed to address the delay and queuing of the northbound right turns associated with Alternative 1. In Alternative 1 these turns are restricted during the pedestrian crossing phase and it is more likely to have queues extending onto the bridge. Alternative 2 indicates shorter queues and is therefore more compatible with a three lane bridge concept. This finding should be included in the report.
- Dave Armstrong
 - Indicated the roundabout is a ridiculous alternative due to its scale and impacts.
 - He preferred Alternative 1 since it is less complex.
 - He felt traffic simulations or 3D models would assist with evaluating alternatives.
 - Since analyses have already been completed for 3-lane and 4-lane bridge conditions this work can be folded into the bridge study.
- Eleni Churchill:
 - Indicated Alternative 2 would better accommodate traffic than Alternative 1.
 - Others indicated Alternative 1 is more attractive as it provides for a pocket park. Another concern cited is the proximity of the separated right turn lane of Alternative 2 to the shared-use path. Greater separation should be provided.
 - She indicated a scoping study for the Winooski River bridge was expected in 2017. This would include the analysis and evaluation of the lane needs on the bridge, 3 or 4 lanes.
 - It was recognized the result of the bridge scoping may influence a decision for selecting between Alternatives 1 and 2.
- Sandy Thibault:

- Did not support a roundabout due to impacts.
- Richard Hillyard:
 - Expressed concern with the amount of expense and impact afforded to accommodate bicycles and stressed the need to address issues with implementing the short term improvements.
 - He suggested refreshing the pavement markings regularly would be great safety improvement.
- Sharon Bushor:
 - Indicated without knowing the results of the upcoming bridge study, there was not enough information to choose between Alternatives 1 and 2. However, there was general agreement that the roundabout should no longer be considered and that the mid-term alternative be supported as either a stand-alone project or as a first phase of Alternative 1 or 2.
- Jason Van Driesche:
 - Suggested that the reconfiguration of the sidewalk and parking on the east side of Colchester be reevaluated for the mid-term alternative so that this area does not be reconstructed twice.
- Conclusion:
 - All supported the pursuing the short term improvements as soon as possible to address safety issues. All supported eliminating the roundabout from consideration as a preferred alternative and indicated the 4 way signalized intersection alternatives, Alternative 1 or 2, should be considered as the preferred alternative. The decision of Alternative 1 or 2 as the preferred alternative will be determined based on the results of the Bridge scoping study. If there is a benefit to phasing the long term improvements, then the mid-term improvements should be pursued.

The meeting adjourned at 7:00 pm

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

Stantec Consulting Services Inc.



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Burlington Department of Public Works Commission Meeting
Draft Minutes, 21 December 2016
645 Pine Street

Commissioners Present: Robert Alberly; Tiki Archambeau (Vice Chair) (*arrives at 6:35pm*); Jim Barr; Chris Gillman (Clerk); Solveig Overby; Jeff Padgett (Chair); Justine Sears. **Commissioners Absent:** None.

Item 1 – Call to Order – Welcome – Chair Comments

Chair Padgett calls meeting to order at 6:31pm and makes opening comments.

Item 2 – Agenda

Commissioner Barr makes motion to accept Agenda and is seconded by Clerk Gillman.

Action taken: motion approved;

“Ayes” unanimous.

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

None.

Item 4 – Approval of Draft Minutes of 11-16-16

Commissioner Barr makes motion to accept draft minutes of 11-16-16 and is seconded by Commissioner Alberly.

Action taken: motion approved.

Commissioner Alberly: Aye

Vice Chair Archambeau: *not present*

Commissioner Barr: Aye

Clerk Gillman: Aye

Commissioner Overby: Aye

Chair Padgett: Abstains

Commissioner Sears: Aye

Vice Chair Archambeau arrives

Item 5 – Approval of Draft Minutes of 12-6-16

Commissioner Alberly makes motion to accept draft minutes of 12-6-16 and is seconded by Commissioner Barr. Commissioner Alberly offers friendly amendment to include posting Commissioner Overby’s emailed comments from 6 December Special Commission Meeting and Commissioner Barr seconds.

Action taken: motion approved.

Commissioner Alberly: Aye

Vice Chair Archambeau: Aye

Commissioner Barr: Aye

Clerk Gillman: Abstains

Commissioner Overby: Aye

Chair Padgett: Aye

Commissioner Sears: Aye

Item 6 – Great Streets – Main Street Conception Plan

A) Staff Communication by DPW Engineer Laura Wheelock and CEDO Senior Projects and Policy Specialist Kristen Merriman Shapiro who speak on the city’s Great Streets Initiative’s November 2016 Concept Plans for Main Street and City Hall Park.

B) Commission Questions

Chair Padgett, Vice Chair Archambeau, and Commissioners Alberry, Barr, and Overby ask questions on Agenda Item 6 related to stormwater design, parking impacts, bike/pedestrian conflicts, and lost meter revenue projections with DPW Director Chapin Spencer, Engineer Wheelock, and Specialist Merriman Shapiro answering.

C) Public Comment

None

D) Commissioner Discussion

E) Motion made by Commissioner Barr to accept staff's recommendation: endorse the concept plans.

Seconded by Commissioner Overby.

Discussion

Action taken: motion approved;

"Ayes" unanimous.

Item 7 – Designation of Marketplace Garage as Short Term Parking Facility

A) Staff Communication by Assistant Director of DPW Parking & Traffic Division Patrick Cashman who speaks on the city's aim to designate the Marketplace Parking Garage, located at the corner of South Winooski Ave and Bank St, as short term parking only.

B) Commission Questions

Chair Padgett, Vice Chair Archambeau, Clerk Gillman, and Commissioner Alberry ask questions on Agenda Item 7 with Director Spencer and Assistant Director Cashman answering.

C) Public Comment

None

D) Commissioner Discussion

E) Motion made by Commissioner Barr to accept staff's recommendation with 1 change: amend Appendix C, Traffic Regulations, section 18 and BCO section 20-55 (change all "24 hour period" reference to "48 hour period" in Appendix C).

Seconded by Vice Chair Archambeau.

Discussion

Action taken: motion approved;

"Ayes" unanimous.

Item 8 – Designating Bus Stops for Inter-State Carriers

A) Staff Communication by Assistant Director Cashman who speaks on the city's aim to designate stops for Interstate Bus Carriers in both the University Heights vicinity of Main St and ~~the~~ within the Downtown Transit Center.

B) Commission Questions

Chair Padgett, Vice Chair Archambeau, and Commissioners Alberry, Barr, and Overby ask questions on Agenda Item 8 with Assistant Director Cashman answering.

C) Public Comment

None

D) Commissioner Discussion

E) Motion made by Commissioner Alberry to accept staff's recommendation: amend App. C, Traffic Regulations, Section 16 and by adding a new subsection, C).

Seconded by Commissioner Barr.

Discussion

Action taken: motion approved;

"Ayes" unanimous.

Item 9 – 2017 Paving Program

A) Staff Communication by Director Spencer and Engineer Wheelock who speaks on the city’s Calendar Year 2017 Street Reconstruction Paving List and Complete Streets.

B) Commission Questions

Commissioner Overby asks questions on Agenda Item 9 with Director Spencer and Engineer Wheelock answering.

C) Public Comment

None

D) Commissioner Discussion

E) Motion made by Commissioner Barr to accept staff’s recommendation: approve 2017 Paving Program.

Seconded by Commissioner Alberry.

Discussion

Action taken: motion approved;

“Ayes” unanimous.

Item 10 – Draft Parking Agreement

A) Staff Communication by Director Spencer who speaks on the city’s Partnership Workplan with the Burlington Business Association.

B) Commission Questions

Chair Padgett and Commissioners Barr, Overby, and Sears ask questions on Agenda Item 10 with Director Spencer answering.

C) Public Comment

None

D) Commissioner Discussion

E) No action requested.

Item 11 – Director’s Report

Director Spencer reports on Eagle’s Landing and interim parking while entering the “Meter adjustments Adjacent to Eagle’s Landing Project” memo for the record; an update on the Champlain Parkway; the Shelburne Street roundabout; and the Burlington Harbor Marina project.

Vice Chair Archambeau and Commissioner Alberry ask questions on the Eagle’s Landing parking with Director Spencer answering; Commissioner Overby asks questions on the Champlain Parkway project with Director Spencer answering.

Item 12 – Commissioner Communications

Clerk Gillman comments on the meeting minutes approval process; Chair Padgett comments on attending diversity training as part of the requirement for the Commission and thanking Clerk Gillman for assisting with the meeting minutes approval process.

Item 13 – Adjournment & Next Meeting Date – January 18, 2017

Motion to adjourn made by Commissioner Barr and seconded by Commissioner Alberry.

Action taken: motion approved;

“Ayes” unanimous.

Meeting adjourned at 8:10pm.



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

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To: DPW Commissioners
Fr: Chapin Spencer, Director
Re: **Director's Report**
Date: January 12, 2017

THANK YOU PAT!

Assistant Director Pat Cashman received a too good to turn down job opportunity in Portland, Oregon and his last day was January 10, 2017. As you'll see in the packet, he worked hard up until the end and brought a number of projects to closure prior to his departure. We will likely be hiring an interim Assistant Director overseeing Parking & Traffic to continue key projects such as the garage renovations and the upgrade of the garage revenue control system.

DRAFT PARKING & TRANSPORTATION AGREEMENT

The City and BBA developed a draft FY'17 Workplan and Deliverables as part of a proposed Parking & Transportation Agreement for the two year pilot period. The Workplan and Deliverables document was shared with the Commission last month. The full draft Agreement (with the FY'17 Workplan and Deliverables) was presented to the Board of Finance on January 9th and can be viewed on BoardDocs here:

<http://www.boarddocs.com/vt/burlingtonvt/Board.nsf/goto?open&id=AH9TBT7389AC>

Councilors requested two changes be explored – how to ensure the Council is regularly informed about the Downtown Parking & Transportation Council's work and recommendations and whether language could be added that would require any recommendation for Sunday parking enforcement have to get Council approval before DPW Commission approval. Staff is working with the City Attorney to see how these interests may be able to be addressed in the Agreement. The Board of Finance will review the revisions at their January 23rd meeting prior to the Council meeting later that same night.

FY'17 MID-YEAR WORKPLAN REVIEW

An update on the department's FY'17 workplan will be presented at the Commission meeting.

TENTATIVE FEBRUARY 2017 AGENDA ITEMS:

- Briefing on Burlington Harbor Marina development
- Possible building permit and egress appeals
- Maintenance Division report

Don't hesitate to contact me with any questions prior to Wednesday's meeting.