



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
802.863.9094 VOICE
802.863.0466 FAX
802.863.0450 TTY
www.dpw.ci.burlington.vt.us

Steven Goodkind, P.E.
DIRECTOR OF PUBLIC WORKS
CITY ENGINEER

MEMORANDUM

TO: PUBLIC WORKS COMMISSION
FM: STEVEN GOODKIND, DIRECTOR
DATE: FEBRUARY 12, 2013
RE: PUBLIC WORKS COMMISSION MEETING

Enclosed is the following information for the meeting on February 20, 2013 at 6:30 PM at 645 Pine St, Main Conference Room.

1. Agenda
2. Maple Street Non Truck Route Request
3. 126 College Street Parking Request
4. Removal of Parking on North Willard St
5. Lakeview Terrace Stop Sign Request
6. Complete Street Implementation – Discussion of Evaluation Results
7. Developing “Go for Gold” Walk – Bike Status
8. Champlain Parkway Update
9. Sidewalk Project Updates
10. Minutes of 1/16/13

An Equal Opportunity Employer

This material is available in alternative formats for persons with disabilities. To request an accommodation, please call 802.863.9094 (voice) or 802.863.0450 (TTY).



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Steven Goodkind, P.E.
DIRECTOR OF PUBLIC WORKS
CITY ENGINEER

M E M O R A N D U M

To: Martha Gile, Clerks Office
From: Steve Goodkind, Director
Date: February 12, 2013
Re: Public Works Commission Agenda

Please find information below regarding the next Commission Meeting.

Date: **February 20, 2013**
Time: 6:30 – 9:00 p.m.
Place: 645 Pine Street – Main Conference Room

A G E N D A

ITEM

- 1 Agenda
- 2 Public Forum – 5 Minutes
- 3 15 Min Maple Street Non Truck Route Request
 - 3.10 Communication, J. Fleming
 - 3.20 Discussion
 - 3.30 Decision
- 4 5 Min 126 College St. Parking Request
 - 4.10 Communication, J. Fleming
 - 4.20 Discussion
 - 4.30 Decision

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- 5 5 Min Removal of Parking on North Willard St
 - 5.10 Communication, J. Fleming
 - 5.20 Discussion
 - 5.30 Decision
- 6 5 Min Lakeview Terrace Stop Sign Request
 - 6.10 Communication, J. Fleming
 - 6.20 Discussion
 - 6.30 Decision
- 7 20 Min Complete Street Implementation –Discussion of Evaluation Results
 - 7.10 Communication, E. Demers
 - 7.20 Discussion
- 8 10 Min Developing “Go for Gold” Walk- Bike Status
 - 8.10 Communication, N. Losch
 - 8.20 Discussion
- 9 10 Min Residential Tree belt Rehabilitation Pilot Program
 - 9.10 Presentation, Commissioner Conger
 - 9.20 Discussion
- 10 15 Min Champlain Parkway Update
 - 10.10 Communication, D. Allerton & N. Baldwin
 - 10.20 Discussion
- 11 20 Min Champlain College Parking Proposal
 - 11.10 Presentation, B. Isler, J. Caulo & N. Baldwin
 - 11.20 Discussion
- 12 10 Min Sidewalk Project Updates
 - 12.10 Communication, G. Gomez
 - 12.20 Discussion
- 13 10 Min Ordinance Change Proposal: Appeal Hearing
 - 13.10 Presentation, Commissioner Lavery
 - 13.20 Discussion
- 14 Minutes of 1/16/13
- 15 Director’s Report – Customer Service
- 16 Commissioner Communications
- 17 Adjournment & Next Meeting Date – 3-20-2013



MEMORANDUM

February 20, 2013

TO: Public Works Commission
FROM: Joel Fleming 
RE: Maple Street Non-Truck route request

Background:

Staff received a request from resident, Allan Hunt, to make Maple Street from Pine Street to Battery Street a non-truck route. This stretch of Maple Street is 30 feet wide with parking on the north side of the street. This stretch of Maple Street is a connection for many residents going to and from the south end business district. The rest of Maple Street is closed off to truck traffic and this section, much like the rest of the street, is residential.

Observations:

This part of Maple Street has two 11 foot lanes during the summer but in the winter the street is much tighter. This makes it extremely tight for trucks trying to use it during the peak hour back-ups. Staff has noticed that most trucks already travel north on Pine Street until Main Street. Most trucks that use Maple Street are vehicles that are going to the rail yard at the end of Battery Street. Making Maple Street a Non-truck route would force these trucks to use Main Street, a much wider street, to get to Battery Street and then to the rail yard. Staff has contacted Vermont Railroad and they were concerned about the change because of the truck traffic that has typically used Maple Street to the rail yard. Staff has asked the Railroad to have a representative at the meeting so the commission can hear from both sides of the issue.

The latest truck traffic data staff has for the Pine Street and maple Street intersection is from June 30, 2004. This count was done continuously starting at 7:00 am through 6:00 pm, for a total of 11 hours. In these 11 hours there were a total of 160 trucks that used Maple Street between Pine Street and Battery Street. If the truck route is changed from Maple Street to Pine Street only than Pine Street would see 160 more trucks during the same 11 hour stretch. This equates to about one truck every 4 minutes throughout the day.

✓AB

Conclusions:

This section of Maple Street is a connector street that connects two arterial Streets, Battery Street and Pine Street. At this point it is not clear what affect moving truck traffic from Maple Street to Pine Street would do. Maple Street and Pine Street are both currently truck routes. The Champlain Parkway plans on making Maple Street a non-truck route and directing truck traffic to use Pine Street and Main Street.

Recommendations:

Staff recommends that the commission not adopt this truck route restriction until the Champlain Parkway is constructed. The reason being Pine Street does not have in place the signalization upgrades provisioned within the Champlain Parkway Project.

Station ID: Burf65
Location: Pine St & Maple St
Town: Burlington
Counters: ALL - TRUCK COUNT

Chittenden County MPO
30 Kimball Ave., Suite 206
South Burlington, VT 05403
<http://www.ccmpo.org/>

File Name : burf65
Site Code : 00000065
Start Date : 06/30/2004
Page No : 1

Groups Printed: Bank 1									
From North					From East				
Start Time	Right	Thru	Left	Bikes	App. Total	Right	Thru	Left	Bikes
Factor	1.0	1.0	1.0	1.0		1.0	1.0	1.0	
From South					From West				
Start Time	Right	Thru	Left	Bikes	App. Total	Right	Thru	Left	Bikes
Factor	1.0	1.0	1.0	1.0		1.0	1.0	1.0	
From North					From East				
Start Time	Right	Thru	Left	Bikes	App. Total	Right	Thru	Left	Bikes
Factor	1.0	1.0	1.0	1.0		1.0	1.0	1.0	
From South					From West				
Start Time	Right	Thru	Left	Bikes	App. Total	Right	Thru	Left	Bikes
Factor	1.0	1.0	1.0	1.0		1.0	1.0	1.0	
07:00	0	0	0	0	0	0	2	0	1
07:15	0	1	0	3	4	0	10	2	1
07:30	0	1	0	0	1	0	7	5	1
07:45	0	2	0	2	4	1	3	3	3
Total	0	4	0	5	9	3	23	13	6
08:00	0	2	0	2	4	0	4	2	0
08:15	0	4	0	0	4	1	2	1	0
08:30	0	4	0	0	4	0	3	1	4
08:45	0	4	0	2	6	2	2	4	1
Total	0	14	0	4	18	3	11	8	5
09:00	0	2	0	1	3	1	3	2	2
09:15	0	3	0	1	4	0	6	4	1
09:30	0	2	0	0	2	0	8	2	2
09:45	0	2	0	2	4	1	5	4	1
Total	0	10	0	4	14	2	22	12	6
10:00	0	2	0	2	4	1	2	5	1
10:15	0	2	0	0	2	1	0	3	0
10:30	0	3	0	1	4	0	1	1	0
10:45	0	3	0	0	3	0	3	1	4
Total	0	10	0	3	13	2	6	10	5
11:00	0	2	0	1	3	0	2	2	0
11:15	0	4	0	0	4	1	2	0	2
11:30	0	1	0	3	4	0	1	2	1
11:45	0	3	0	0	3	0	2	0	4
Total	0	10	0	4	14	1	7	4	7
12:00	0	5	0	1	6	1	0	0	1
12:15	0	0	0	0	0	0	0	3	2
12:30	0	3	0	0	3	0	4	2	0
12:45	0	3	0	0	3	0	1	2	1
Total	0	11	0	1	12	1	5	7	2
13:00	0	1	0	2	3	0	0	1	2
13:15	0	3	0	5	8	0	0	2	2
13:30	0	1	0	1	2	0	0	0	0
13:45	0	5	0	3	8	0	0	2	3
Total	0	10	0	11	21	0	1	6	8

Station ID: Bur165
Location: Pine St & Maple St
Town: Burlington
Counters: ALL - TRUCK COUNT

Chittenden County MPO
30 Kimball Ave., Suite 206
South Burlington, VT 05403
<http://www.ccmpo.org/>

File Name : bur165
Site Code : 00000065
Start Date : 06/30/2004
Page No : 2

Groups Printed- Bank 1									
East St From North					Maple St From East				
Start Time	Right	Thru	Left	Bikes	App. Total	Right	Thru	Left	Bikes
Factor	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
14:00	0	2	0	1	3	0	0	1	1
14:15	0	0	0	3	3	0	0	2	1
14:30	0	2	0	0	2	0	0	0	0
14:45	0	4	0	1	5	0	0	1	0
Total	0	8	0	5	13	0	0	4	2
15:00	0	1	0	0	1	0	0	0	1
15:15	0	0	0	2	2	0	0	0	1
15:30	0	0	0	1	1	0	0	1	1
15:45	0	4	0	8	12	0	0	0	7
Total	0	5	0	11	16	0	0	0	10
16:00	0	4	0	8	12	1	1	1	5
16:15	0	2	0	5	7	0	0	0	3
16:30	1	2	0	8	11	0	0	0	10
16:45	0	0	0	11	11	0	0	0	10
Total	1	8	0	32	41	1	1	1	28
17:00	0	0	0	14	14	0	1	1	6
17:15	0	1	0	16	17	0	0	0	3
17:30	0	1	0	3	4	0	0	0	5
17:45	0	0	0	5	5	0	0	0	8
Total	0	2	0	38	40	0	1	1	22
Grand Total	1	92	0	118	211	2	13	21	104
Apprch %	0.5	43.6	0.0	55.9	26.2	1.4	9.3	15.0	74.3
Total %	0.1	11.4	0.0	14.6	26.2	0.2	1.6	2.6	12.9

92
194
196 thru

152 thru

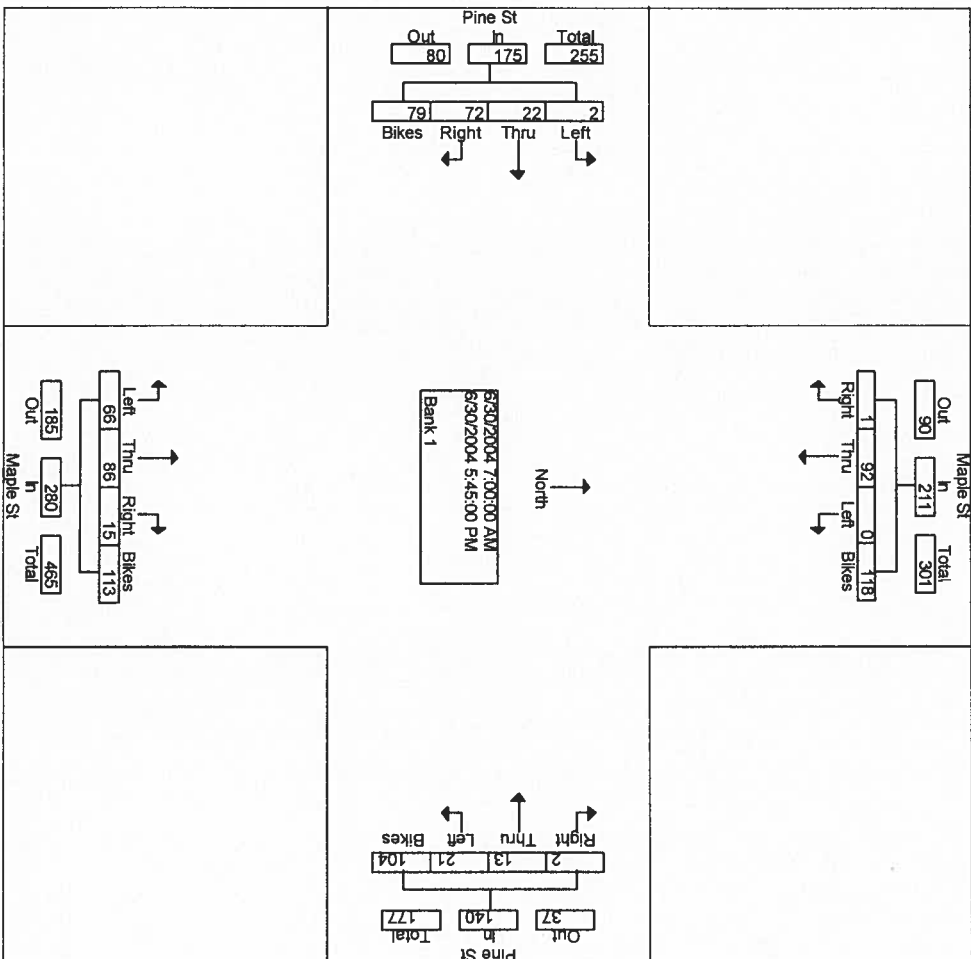
Pine Street
thru

- displacing 160 trucks from ~~Pine~~ Maple St to Pine Street over 11 hrs -

Station ID: Bur165
 Location: Pine St & Maple St
 Town: Burlington
 Counters: ALL - TRUCK COUNT

Chittenden County MPO
 30 Kimball Ave., Suite 206
 South Burlington, VT 05403
<http://www.ccmpo.org/>

File Name : bur165
 Site Code : 00000065
 Start Date : 06/30/2004
 Page No : 3



Station ID: Burf65
 Location: Pine St & Maple St
 Town: Burlington
 Counters: ALL - TRUCK COUNT

Chittenden County MPO
 30 Kimball Ave., Suite 206
 South Burlington, VT 05403
<http://www.ccmpo.org/>

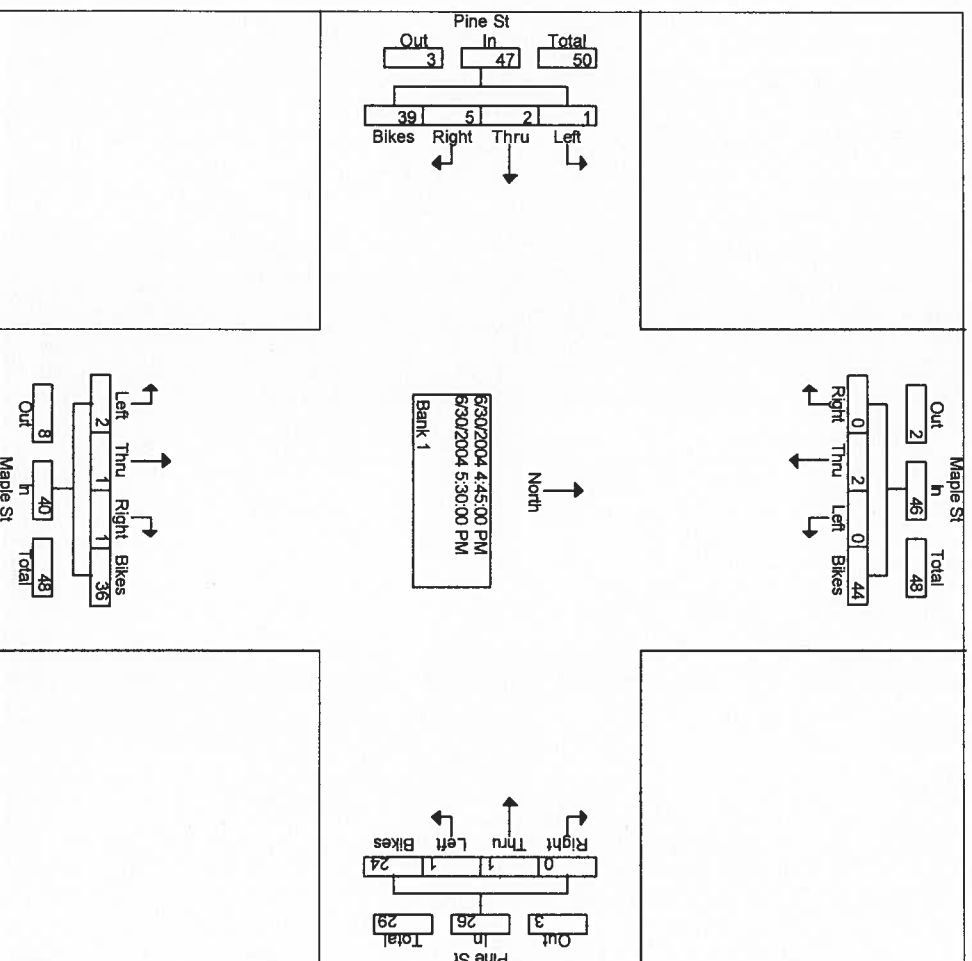
File Name : burf65
 Site Code : 00000065
 Start Date : 06/30/2004
 Page No : 4

		Maple St Pine From North					Maple St maple From East					Maple St Pine From South					Maple St maple. From West						
Start Time	Right	Thru	Left	Bikes	App. Total	Right	Thru	Left	Bikes	App. Total	Right	Thru	Left	Bikes	App. Total	Right	Thru	Left	Bikes	App. Total	Int. Total		
Peak Hour From 07:00 to 17:45 - Peak 1 of 1																							
Intersection 16:45																							
Volume	0	2	0	44	46	0	1	1	24	26	1	1	2	36	40	5	2	1	39	47	159		
Percent	0.0	4.3	0.0	95.7		0.0	3.8	3.8	92.3		2.5	2.5	5.0	90.0		10.6	4.3	2.1	83.0				
Volume	0	2	0	44	46	0	1	1	24	26	1	1	2	36	40	5	2	1	39	47	159		
Volume	0	1	0	16	17	0	0	0	3	3	0	0	0	7	7	4	1	0	14	19	46		
Peak Factor																					0.864		
High Int. Volume	17:15					16:45					17:00					17:15							
Peak Factor	0	1	0	16	17	0	0	0	10	10	0	0	0	13	13	4	1	0	14	19			
					0.676					0.650					0.769						0.618		

Station ID: Burf65
 Location: Pine St & Maple St
 Town: Burlington
 Counters: ALL - TRUCK COUNT

Chittenden County MPO
 30 Kimball Ave., Suite 206
 South Burlington, VT 05403
<http://www.ccmpo.org/>

File Name : burf65
 Site Code : 00000065
 Start Date : 06/30/2004
 Page No : 5



APPENDIX C - RULES AND REGULATIONS OF THE TRAFFIC COMMISSION

 701

- Sec. 1. - Streets on which truck traffic restricted.
- Sec. 1a. - Truck routes.
- Sec. 2. - Traffic-control light locations.
- Sec. 3. - Stop sign locations.
- Sec. 4. - Location of yield-right-of-way signs.
- Sec. 5. - One-way streets designated.
- Sec. 6. - Left turns prohibited.
- Sec. 7. - No-parking areas.
- Sec. 7A. - Handicapped spaces designated.
- Sec. 7B. - No stopping, standing or parking for certain purposes.
- Sec. 8. - No parking 7:30 a.m. to 4:30 p.m. weekdays.
- Sec. 9. - Fifteen-minute parking.
- Sec. 10. - Two-hour parking.
- Sec. 11. - One-hour parking.
- Sec. 11-1. - Thirty-minute parking.
- Sec. 12. - No parking daytime or weekdays except by trucks loading or unloading.
- Sec. 12-1. - No parking except vehicles loading or unloading.
- Sec. 13. - No parking anytime except trucks loading or unloading.
- Sec. 14. - Sunday parking restrictions.
- Sec. 15. - Designated school zones.
- Sec. 16. - Bus stops.
- Sec. 17. - Designation of parking meter zones.
- Sec. 18. - Parking facility designations.
- Sec. 19. - Parking rates.
- Sec. 20. - Prohibition of turns on red signal.
- Sec. 21. - School crossing guards.
- Sec. 22. - Closing of streets.
- Sec. 23. - Designation of fire lanes.
- Sec. 24. - Half-hour parking.
- Sec. 25. - Taxicab stands.
- Sec. 26. - Motorcycle parking.
- Sec. 27. - No parking except with resident parking permit.

Sec. 1. - Streets on which truck traffic restricted.



- (a) No motor trucks exceeding sixteen thousand (16,000) pounds capacity shall be operated on or driven upon the following streets:
 - (1) Prospect Parkway at any time;
 - (2) Birchcliff Parkway from Shelburne Road to Cherry Lane at any time;
 - (3) Hayward Street from Howard Street to Locust Terrace at any time.
 - (4) Locust Terrace.
 - (5) University Place.
- (b) No vehicle exceeding 24,000 pounds gross vehicle weight may be allowed on the following streets:

- (1) Grove Street, with the exception of emergency vehicles and vehicles that serve the needs of residences or businesses of Grove Street.

(Rev. Ords. 1962, § 5162, 1969 Cum. Supp., § 5162; Reg. of 11-17-75; Reg. of 10-28-87; Reg. of 5-25-88; Reg. of 6-26-91; Reg. of 3-11-03)

Sec. 1a. - Truck routes.

The following roadways are designated as truck routes:

- (1) Plattsburg Avenue.
- (2) North Avenue from Plattsburg Avenue to Sherman Street.
- (3) North Street from North Avenue to North Winooski.
- (4) Winooski Valley Parkway.
- (5) Manhattan Drive from Park Street to North Champlain Street.
- (6) Park Street.
- (7) North Champlain Street.
- (8) Hyde Street from Riverside Avenue to North Willard Street.
- (9) North Willard Street.
- (10) South Willard Street.
- (11) South Winooski Avenue from Pearl Street to Main Street.
- (12) Riverside Avenue from North Winooski Avenue to Winooski Bridge.
- (13) Colchester Avenue.
- (14) East Avenue.
- (15) Battery Street.
- (16) Pearl Street.
- (17) Main Street.
- (18) Maple Street from Battery Street to Pine Street.
- (19) Saint Paul Street from Shelburne Street to Main Street.
- (20) Shelburne Street.
- (21) Pine Street from Queen City Park Road to Main Street.
- (22) Industrial Parkway.
- (23) North Winooski Avenue.
- (24) Flynn Avenue from Pine Street to Shelburne Street.
- (25) Home Avenue from Industrial Park to Shelburne Street.
- (26) Sherman Street from Park Street to North Avenue.
- (27) Queen City Park Road.

(Reg. of 8-14-96; Reg. of 3-11-03)

Sec. 2. - Traffic-control light locations.

- (a) Traffic-control light signals are hereby established at the following locations:
 - (1) Pearl Street and North and South Winooski Avenues.
 - (2) Pearl Street and North and South Willard Streets.
 - (3) Main Street and South Union Street.
 - (4) Pearl Street and North and South Union Streets.
 - (5) Main Street and South Prospect Street.

Joel Fleming

From: Dwwulfson@aol.com
Sent: Friday, November 16, 2012 3:19 PM
To: Joel Fleming
Cc: dwwulfson@aol.com; Peter Owens
Subject: Re: City of burlington Quick Question

hi joel, yes, that would be a problem...
oil trucks and salt trucks us this quite often.
thanks for checking

DW

***In a message dated 11/16/2012 3:03:09 P.M. Eastern Standard Time,
jfleming@ci.burlington.vt.us writes:***

Dave,

I work for Public Works here in Burlington and I had a quick question about trucks getting in and out of the rail yard. The City is proposing to make Maple Street from Battery to Pine Street a non-truck route and I wanted to know how this would affect truck traffic coming in and out of the rail yard. Do you know if trucks loading and unloading use this route? Thank you for the help.

Joel

Joel Fleming, E.I.T

Engineering Technician

Burlington Public Works

645 Pine St.

Burlington VT. 05401

Phone: (802)8655832

Fax: (802)8630466

Email: Jfleming@ci.burlington.vt.us

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CITY OF BURLINGTON - DEPARTMENT OF PUBLIC WORKS

Request
203**SERVICE REQUEST****Name and
Address**

Name: Allan Hunt

Request Date: 10/17/2012 3:11 PM

Address:

Phone Number: 343-8076

Email Address:

Request

Location: Maple St

Request Description: Between Battery St & Pine St - Customer requesting that this is a non truck route per Commission meeting of Sept & Oct 2010

Assign History**Date****Assigned To****Description**

10/17/2012 3:11:29 PM

Joel Fleming

Request Assigned

Work History**Customer Service**

Status: New

Request created by: Valerie Ducharme

Print Date: 10/17/2012 3:11:30 PM



BURLINGTON DEPT. OF PUBLIC WORKS

645 Pine St, Suite A
Burlington, VT 05401
VOICE (802) 863-9094
FAX: (802) 863-0466

RECEIVED

OCT 16 2012

BURLINGTON PUBLIC
WORKS

PUBLIC RECORDS REQUEST FORM

Person Requesting: ALLAN HUNT Date: 10/16/12
Daytime Phone: 343 - 8076
Mailing address of Person Requesting: 89 MAPLE ST BURLINGTON

Property Address (for which information is being requested):

MAPLE ST (BETWEEN BATTERY & PINE

In the space provided, please indicate the specifics of your request. Please include pertinent dates (ex: "from January 1, 2006 to December 31, 2008"). Be as specific as possible. If you need assistance in defining what you are looking for, we will be happy to help.

I REQUESTED THE DPW DESIGNATE
MAPLE ST. A NEW TRAV TRUCK SEWER
DRAINING SOMETHING OR 2510 - BOARD MINUTES OF 9/16/10
SAID STREET SUPPORTS THIS - NO ACTION TAKEN
YET.

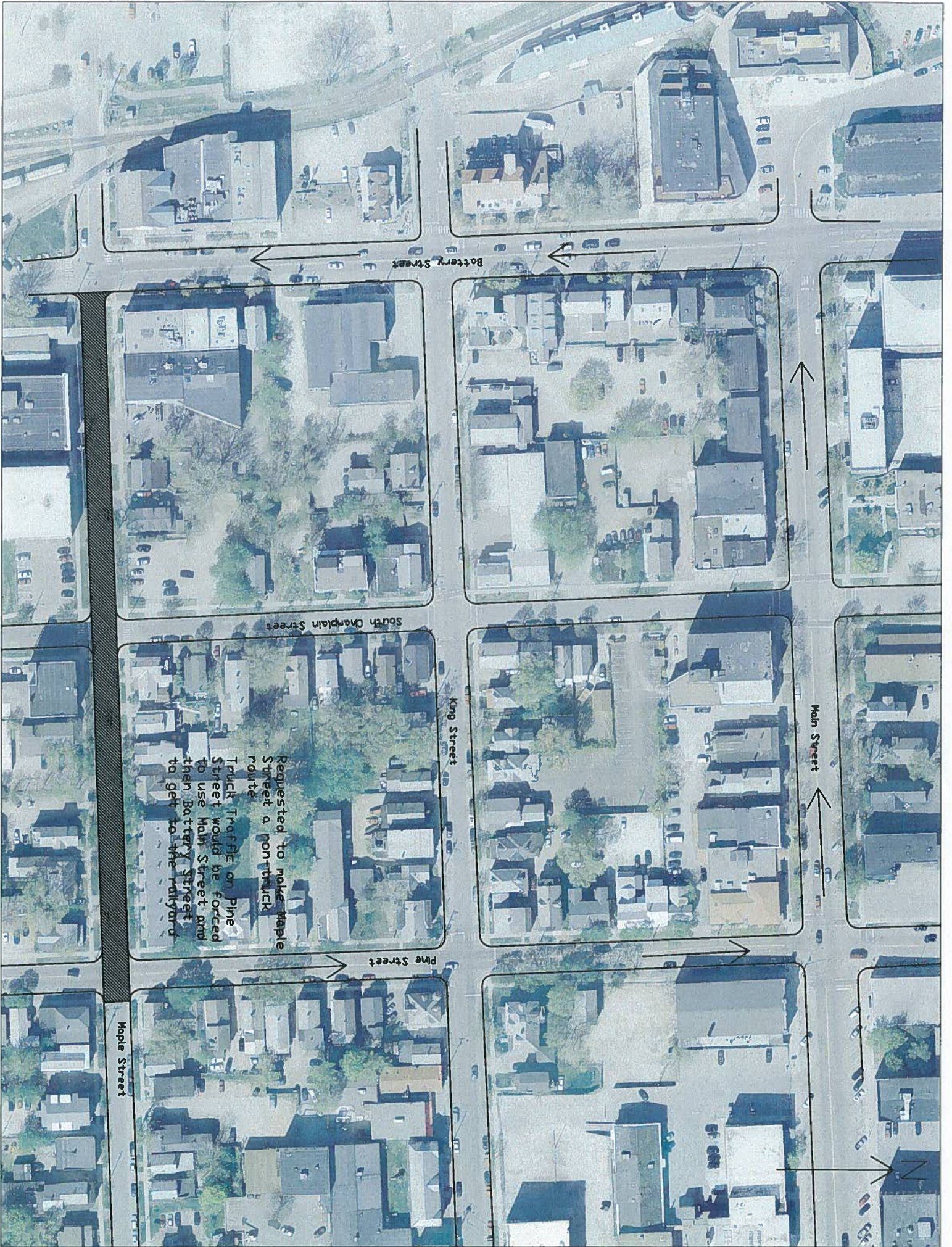
NOTICE OF ASSOCIATED FEES for providing copies of a public record: Pursuant to 1 V.S.A. 316 (d) and Acts 1996, No. 159 section 1, the following fees are established as the actual cost of providing a copy of a public record:

1. For staff time involved in physically duplicating a record, \$.33 per minute after the first 30 minutes.
2. For senior-level staff time, and information technology specialists' time spent extracting data from databases or performing similar tasks necessary to comply with a request to create a new public record, \$.57 per minute.

Information available in alternative media forms for people with disabilities.

For disability access information call (802) 863-0450 TTY.

An Equal Opportunity Employer



Battery Street

South Champlain Street

King Street

Pine Street

Maple Street

Requested to make Maple Street a nontruck route
Truck traffic on Pine Street would be forced to use Main Street and then Battery Street to get to the railroad

Main Street

N



CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS

OFFICE OF PLANNING
645 PINE STREET, SUITE A
BURLINGTON, VT 05402
802.863.9094 P
WWW.DPW.CI.BURLINGTON.VT.US

JOEL FLEMING, E.I.T.
ENGINEER TECHNICIAN

January 29, 2013

Dear Pine Street Residents:

Public Works would like to inform you of some possible changes to the truck route on Maple Street. Currently, Maple Street from Battery Street to Pine Street is a truck route but a resident of the street as asked Public Works to prohibit all trucks from using Maple Street. This would mean that Pine Street will see an increase in the total number of trucks using it. The Department of Public Works Commission will listen to both sides of the issue on February 20th, 2013 at the front conference room of DPW starting at 6:30 pm. This meeting is open to the public and you are encouraged to go if you support or are against these changes. If you have any questions regarding this issue please contact me at 865-5832 or jfleming@burlingtonvt.gov.

Thanks for your time,

A handwritten signature in blue ink that reads "Joel Fleming". The signature is fluid and cursive, with a long horizontal stroke extending to the right.


Joel Fleming, EIT
Department of Public Works
865-5832
jfleming@burlingtonvt.gov

JF/mcb



MEMORANDUM

February 20, 2013

TO: Public Works Commission
FROM: Joel Fleming 
RE: 126 College Street Parking Request

Background:

Staff received a request for the removal of a meter parking space east of the parking garage entrance and exit of 126 College Street. The resident's states in an email that it is difficult to see when exiting the parking garage especially when large trucks park in this location. 126 College Street is the first driveway west of St Paul Street about a block from Church Street. Restricting this space to compact cars only could help alleviate the sight distance problems.

Observations:

Currently the back of this metered parking space is 12 feet from the edge of the entrance of the parking garage. Typically, The Guideline for Prohibiting Parking around Residential and Commercial Driveways would be used for this kind of driveway but the guideline excludes the downtown. The 12 feet of space between the parking space and the driveway is actually more space than usual between driveways and parking spaces in the downtown. Traffic in the downtown is typically traveling at slower speeds meaning sight distances do not have to be as far. This space is just east of a four-way stop. If this space was restricted to compact cars it would allow most vehicles the sight distance to exit the garage safely.

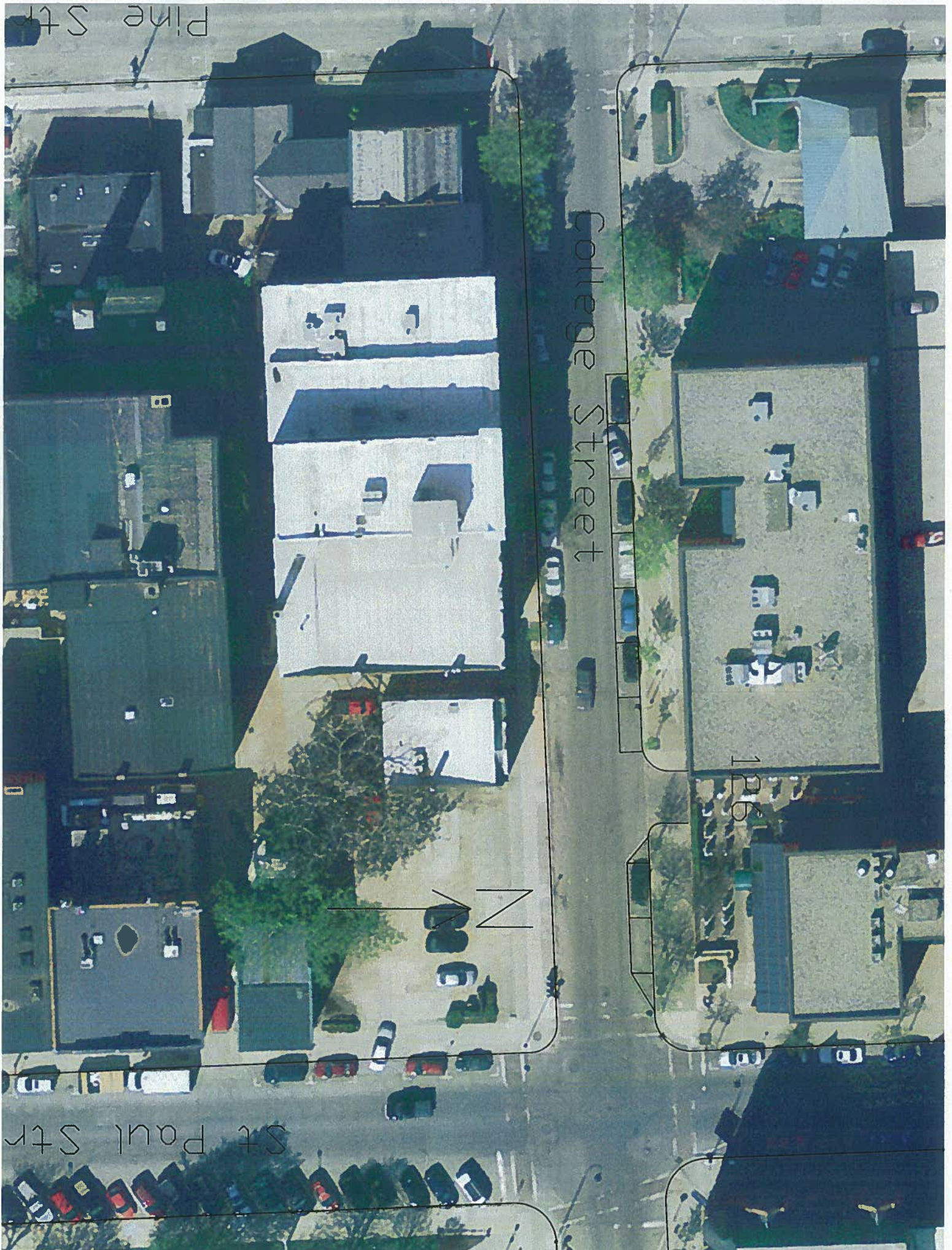
Conclusions:

Parking downtown is extremely valuable and limited. In the urban environment slow traffic prevails and the need for the same measure of sight distance as in the more rural sectors of the city is not needed.

Recommendations:

Staff recommends that the commission adopts a restriction for compact cars in the first space east of the exit to 126 College Street. As Opposed to the requested elimination of the referenced parking space.





College Street

1000

Pine Str

St Paul Str



CITY OF BURLINGTON - DEPARTMENT OF PUBLIC WORKS

Request
460**SERVICE REQUEST****Name and
Address**

Name: Kristen Bures

Request Date: 12/12/2012 1:14 PM

Address:

Phone Number: 862-6990

Email Address:

Request

Location: 126 College Street

Request Description: See attached e-mail, requesting we investigate possibility of eliminating or changing the metered spot at the parking garage exit at 126 College St.

Assign History**Date****Assigned To****Description**

12/12/2012 1:14:25 PM

Joel Fleming

Request Assigned

Work History**Customer Service**

Status: New

Request created by: Helen Plumley

Print Date: 12/12/2012 1:14:37 PM

RFS #
460

Helen Plumley

To: Kristen Bures; Valerie Ducharme; Holly Lane
Subject: RE: Message from BurlingtonVT.gov/ContactUs

Good morning, Ms. Bures. I will forward your request to one of our engineers (Joel Fleming) to look at the situation.

Thank you,
Helen
Customer Service
Department of Public Works

From: Kristen Bures [mailto:Kristen_Bures@fd.org]
Sent: Tuesday, December 11, 2012 4:04 PM
To: Valerie Ducharme; Holly Lane; Helen Plumley
Subject: Message from BurlingtonVT.gov/ContactUs

This message was sent to you because you are a designated recipient for 'Public Works Department' from <http://www.BurlingtonVT.gov/ContactUs>

Sent on 12/11/2012 4:03:59 PM from IP Address: 206.16.244.10


Phone number provided: 802.862.6990

Comment/Question: Metered City Parking spot is too close to the covered parking garage exit at 126 College Street. Parked cars, especially trucks, severely restrict view so that exiting cars from 126 College have to inch out slowly and hope that no car is approaching from the left. For safety, could that metered parking spot be moved, taken away, or at the very least, restrict the spot to compact smaller cars? Thank you for your consideration.



MEMORANDUM

February 20, 2013

TO: Public Works Commission
FROM: Joel Fleming 
RE: Removal of parking on North Willard Street

Background:

Last year the Community Health Center renovated and expanded on Riverside Avenue. Since these renovations were completed there have been a number of parking issues brought up by residents and business owners in this neighborhood. Traffic Forman, William Burns brought this parking issue to staff's attention. There have been a number of vehicles, assumed to be Health Center Employees, parking on a section of North Willard Street that appears to be too narrow to accommodate parking on both sides of the street.

Observations:

North Willard Street is 35 feet wide at this location. Currently parking is prohibited on a portion of the east side of N. Willard Street. Specifically, the section starting 200 feet north of Archibald Street extending north to Riverside Avenue. With the southern section of Archibald Street remaining unrestricted. With the current configuration, an 8 foot parking lane, 11 foot travel lane, 11 foot travel lane, and 8 foot parking lane the width of the street needs to be 38 feet wide. There is only 35 feet of space available and one would have to make the travel lanes 9.5 feet in both directions to accommodate parking on both sides of the street. This section of North Willard Street is a truck route and truck routes require a minimum of 10 foot travel lanes.

Conclusions:

North Willard Street is not wide enough at this location to accommodate parking on both sides of the roadway. On the west side of the street there is a residence and available parking. The parking on the east side makes the lanes too narrow and forces north bound traffic to straddle the yellow line.

Recommendations:

Staff recommends that the commission adopts a parking prohibition on the east side of North Willard Street starting at Archibald Street and extending 200 feet north.

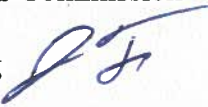






MEMORANDUM

February 20, 2013

TO: Public Works Commission
FROM: Joel Fleming 
RE: Lakeview Terrace stop sign request

Background:

Staff received a request for stop signs on Canfield Street and Haswell Street at Lakeview Terrace. Each of these streets is a low speed and low volume residential street in the old north end. Currently each of these intersections is unrestricted. Placing stop signs on Haswell and Canfield Streets would help clear up who has right-of-way at these intersections.

Observations:

Staff has visited these intersections and determined that there is not adequate sight distance for vehicles traveling on Haswell and Canfield Streets approaching Lakeview Terrace. For each of these intersections the sight distance is restricted by a number of different things which makes the right-of-way rule hard to follow. There have not been any recorded accidents in either of these locations in the past 2 years.

Conclusions:

The MUTCD states that a stop sign is needed at *An intersection of a less important road with a main road where application of the normal right of way rule would not be expected to provide reasonable compliance with the law.* In this case the lack of sight distance available on Haswell and Canfield Streets makes it difficult for vehicles on Lakeview Terrace to apply the normal right of way rule.

Recommendations:

Staff recommends that the commission adopt stop control on Canfield Street and Haswell Street where they meet Lakeview Terrace.



No Site
Distance
around
corner

Requested
Stop Sign

No Site
Distance
around
corner

Canfield Street

Lakeview Terrace

North Avenue

Hoswell Street

No Site
Distance
around
corner

Requested
Stop Sign

North Street

Table 2B-1. Regulatory Sign and Plaque Sizes (Sheet 4 of 4)

Sign or Plaque	Sign Designation	Section	Conventional Road		Expressway	Freeway	Minimum	Oversized
			Single Lane	Multi-Lane				
SUNDAY (and times) (2 lines) (plaque)	R10-20aP	2B.53	24 x 18	24 x 18	—	—	—	—
Crosswalk, Stop on Red	R10-23	2B.53	24 x 30	24 x 30	—	—	—	—
Push Button To Turn On Warning Lights	R10-25	2B.52	9 x 12	9 x 12	—	—	—	—
Left Turn Yield on Flashing Red Arrow After Stop	R10-27	2B.53	30 x 36	30 x 36	—	—	—	—
XX Vehicles Per Green	R10-28	2B.56	24 x 30	24 x 30	—	—	—	—
XX Vehicles Per Green Each Lane	R10-29	2B.56	36 x 24	36 x 24	—	—	—	—
Right Turn on Red Must Yield to U-Turn	R10-30	2B.54	30 x 36	30 x 36	—	—	—	—
At Signal (plaque)	R10-31P	2B.53	24 x 9	24 x 9	—	—	—	—
Push Button for 2 Seconds for Extra Crossing Time	R10-32P	2B.52	9 x 12	9 x 12	—	—	—	—
Keep Off Median	R11-1	2B.57	24 x 30	24 x 30	—	—	—	—
Road Closed	R11-2	2B.58	48 x 30	48 x 30	—	—	—	—
Road Closed - Local Traffic Only	R11-3a,3b,4	2B.58	60 x 30	60 x 30	—	—	—	—
Weight Limit	R12-1,2	2B.59	24 x 30	24 x 30	36 x 48	—	—	36 x 48
Weight Limit	R12-3	2B.59	24 x 36	24 x 36	—	—	—	—
Weight Limit	R12-4	2B.59	36 x 24	36 x 24	—	—	—	—
Weight Limit	R12-5	2B.59	24 x 36	24 x 36	36 x 48	48 x 60	—	—
Weigh Station	R13-1	2B.60	72 x 54	72 x 54	96 x 72	120 x 90	—	—
Truck Route	R14-1	2B.61	24 x 18	24 x 18	—	—	—	—
Hazardous Material	R14-2,3	2B.62	24 x 24	24 x 24	30 x 30	36 x 36	—	42 x 42
National Network	R14-4,5	2B.63	30 x 30	30 x 30	36 x 36	36 x 36	—	42 x 42
Fender Bender Move Vehicles	R16-4	2B.65	36 x 24	36 x 24	48 x 36	60 x 48	—	48 x 36
Lights On When Using Wipers or Raining	R16-5,6	2B.64	24 x 30	24 x 30	36 x 48	48 x 60	—	36 x 48
Turn On Headlights Next XX Miles	R16-7	2B.64	48 x 15	48 x 15	72 x 24	96 x 30	—	72 x 24
Turn On, Check Headlights	R16-8,9	2B.64	30 x 15	30 x 15	48 x 24	60 x 30	—	48 x 24
Begin, End Daytime Headlight Section	R16-10,11	2B.64	48 x 15	48 x 15	72 x 24	96 x 30	—	72 x 24

* See Table 9B-1 for minimum size required for signs on bicycle facilities

Notes: 1. Larger signs may be used when appropriate
2. Dimensions in inches are shown as width x height

- 07 **Where side roads intersect a multi-lane street or highway that has a speed limit of 45 mph or higher, the minimum size of the STOP signs facing the side road approaches, even if the side road only has one approach lane, shall be 36 x 36 inches.**
- 08 **Where side roads intersect a multi-lane street or highway that has a speed limit of 40 MPH or lower, the minimum size of the STOP signs facing the side road approaches shall be as shown in the Single Lane or Multi-lane columns of Table 2B-1 based on the number of approach lanes on the side street approach.**
Guidance:
- 09 *The minimum sizes for regulatory signs facing traffic on exit and entrance ramps should be as shown in the column of Table 2B-1 that corresponds to the mainline roadway classification (Expressway or Freeway). If a minimum size is not provided in the Freeway column, the minimum size in the Expressway column should be used. If a minimum size is not provided in the Freeway or Expressway Column, the size in the Oversized column should be used.*

Section 2B.04 Right-of-Way at Intersections

Support:

- 01 State or local laws written in accordance with the "Uniform Vehicle Code" (see Section 1A.11) establish the right-of-way rule at intersections having no regulatory traffic control signs such that the driver of a vehicle approaching an intersection must yield the right-of-way to any vehicle or pedestrian already in the intersection.

When two vehicles approach an intersection from different streets or highways at approximately the same time, the right-of-way rule requires the driver of the vehicle on the left to yield the right-of-way to the vehicle on the right. The right-of-way can be modified at through streets or highways by placing YIELD (R1-2) signs (see Sections 2B.08 and 2B.09) or STOP (R1-1) signs (see Sections 2B.05 through 2B.07) on one or more approaches.

Guidance:

- 02 *Engineering judgment should be used to establish intersection control. The following factors should be considered:*
- A. *Vehicular, bicycle, and pedestrian traffic volumes on all approaches;*
 - B. *Number and angle of approaches;*
 - C. *Approach speeds;*
 - D. *Sight distance available on each approach; and*
 - E. *Reported crash experience.*
- 03 *YIELD or STOP signs should be used at an intersection if one or more of the following conditions exist:*
- A. *An intersection of a less important road with a main road where application of the normal right-of-way rule would not be expected to provide reasonable compliance with the law;*
 - B. *A street entering a designated through highway or street; and/or*
 - C. *An unsignalized intersection in a signalized area.*
- 04 *In addition, the use of YIELD or STOP signs should be considered at the intersection of two minor streets or local roads where the intersection has more than three approaches and where one or more of the following conditions exist:*
- A. *The combined vehicular, bicycle, and pedestrian volume entering the intersection from all approaches averages more than 2,000 units per day;*
 - B. *The ability to see conflicting traffic on an approach is not sufficient to allow a road user to stop or yield in compliance with the normal right-of-way rule if such stopping or yielding is necessary; and/or*
 - C. *Crash records indicate that five or more crashes that involve the failure to yield the right-of-way at the intersection under the normal right-of-way rule have been reported within a 3-year period, or that three or more such crashes have been reported within a 2-year period.*
- 05 *YIELD or STOP signs should not be used for speed control.*

Support:

- 06 Section 2B.07 contains provisions regarding the application of multi-way STOP control at an intersection.

Guidance:

- 07 *Once the decision has been made to control an intersection, the decision regarding the appropriate roadway to control should be based on engineering judgment. In most cases, the roadway carrying the lowest volume of traffic should be controlled.*
- 08 *A YIELD or STOP sign should not be installed on the higher volume roadway unless justified by an engineering study.*

Support:

- 09 *The following are considerations that might influence the decision regarding the appropriate roadway upon which to install a YIELD or STOP sign where two roadways with relatively equal volumes and/or characteristics intersect:*
- A. *Controlling the direction that conflicts the most with established pedestrian crossing activity or school walking routes;*
 - B. *Controlling the direction that has obscured vision, dips, or bumps that already require drivers to use lower operating speeds; and*
 - C. *Controlling the direction that has the best sight distance from a controlled position to observe conflicting traffic.*

Standard:

- 10 **Because the potential for conflicting commands could create driver confusion, YIELD or STOP signs shall not be used in conjunction with any traffic control signal operation, except in the following cases:**
- A. **If the signal indication for an approach is a flashing red at all times;**
 - B. **If a minor street or driveway is located within or adjacent to the area controlled by the traffic control signal, but does not require separate traffic signal control because an extremely low potential for conflict exists; or**
 - C. **If a channelized turn lane is separated from the adjacent travel lanes by an island and the channelized turn lane is not controlled by a traffic control signal.**

- 11 Except as provided in Section 2B.09, STOP signs and YIELD signs shall not be installed on different approaches to the same unsignalized intersection if those approaches conflict with or oppose each other.
- 12 Portable or part-time STOP or YIELD signs shall not be used except for emergency and temporary traffic control zone purposes.
- 13 A portable or part-time (folding) STOP sign that is manually placed into view and manually removed from view shall not be used during a power outage to control a signalized approach unless the maintaining agency establishes that the signal indication that will first be displayed to that approach upon restoration of power is a flashing red signal indication and that the portable STOP sign will be manually removed from view prior to stop-and-go operation of the traffic control signal.

Option:

- 14 A portable or part-time (folding) STOP sign that is electrically or mechanically operated such that it only displays the STOP message during a power outage and ceases to display the STOP message upon restoration of power may be used during a power outage to control a signalized approach.

Support:

- 15 Section 9B.03 contains provisions regarding the assignment of priority at a shared-use path/roadway intersection.

Section 2B.05 STOP Sign (R1-1) and ALL WAY Plaque (R1-3P)

Standard:

- 01 When it is determined that a full stop is always required on an approach to an intersection, a STOP (R1-1) sign (see Figure 2B-1) shall be used.
- 02 The STOP sign shall be an octagon with a white legend and border on a red background.
- 03 Secondary legends shall not be used on STOP sign faces.
- 04 At intersections where all approaches are controlled by STOP signs (see Section 2B.07), an ALL WAY supplemental plaque (R1-3P) shall be mounted below each STOP sign. The ALL WAY plaque (see Figure 2B-1) shall have a white legend and border on a red background.
- 05 The ALL WAY plaque shall only be used if all intersection approaches are controlled by STOP signs.
- 06 Supplemental plaques with legends such as 2-WAY, 3-WAY, 4-WAY, or other numbers of ways shall not be used with STOP signs.

Support:

- 07 The use of the CROSS TRAFFIC DOES NOT STOP (W4-4P) plaque (and other plaques with variations of this word message) is described in Section 2C.59.

Guidance:

- 08 Plaques with the appropriate alternative messages of TRAFFIC FROM LEFT (RIGHT) DOES NOT STOP (W4-4aP) or ONCOMING TRAFFIC DOES NOT STOP (W4-4bP) should be used at intersections where STOP signs control all but one approach to the intersection, unless the only non-stopped approach is from a one-way street.

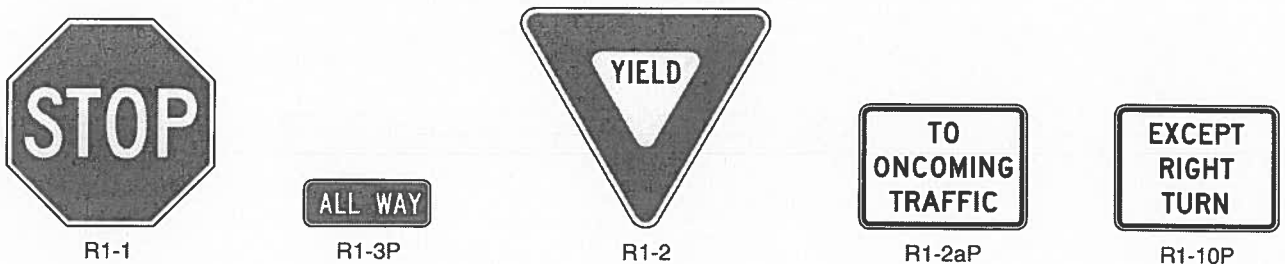
Option:

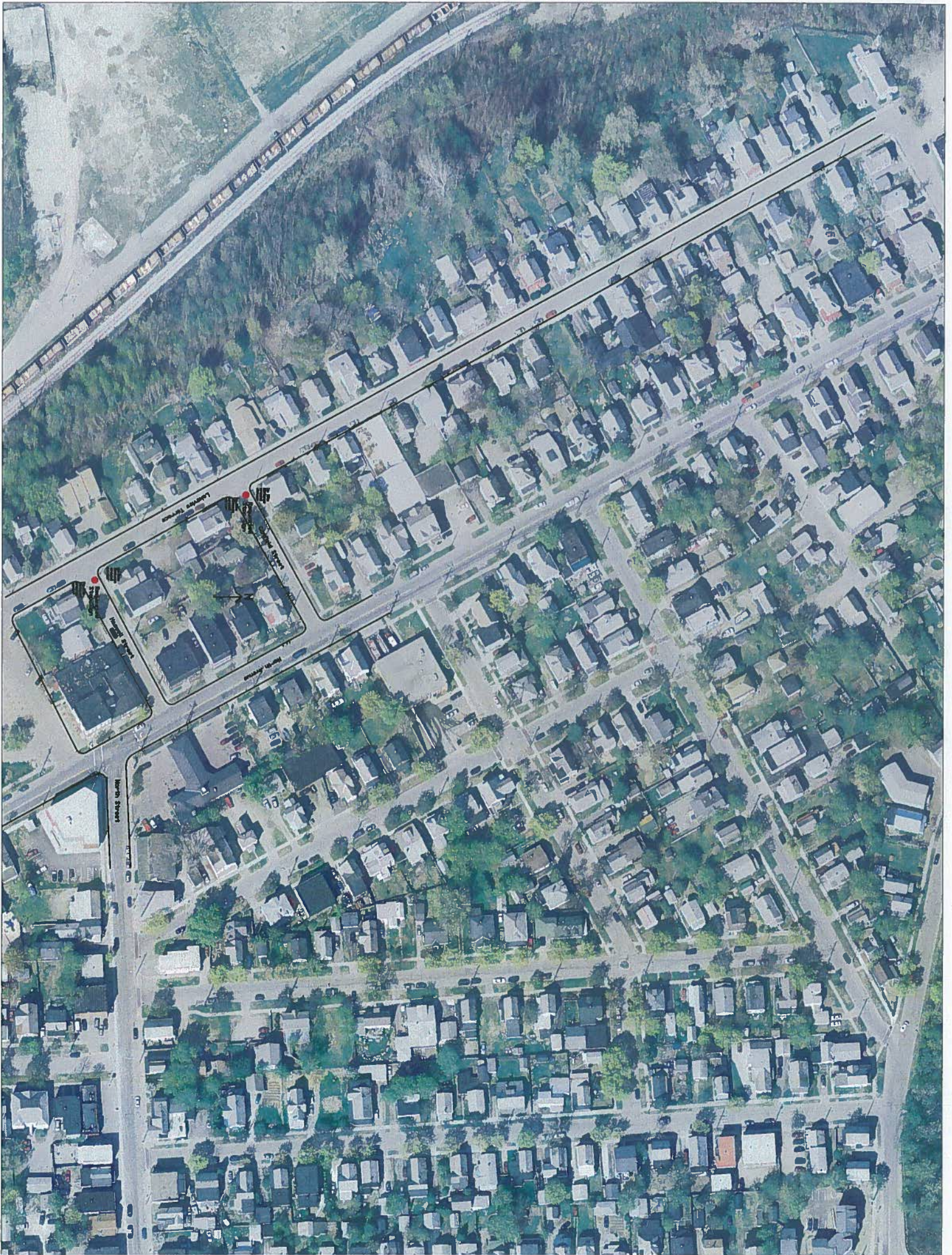
- 09 An EXCEPT RIGHT TURN (R1-10P) plaque (see Figure 2B-1) may be mounted below the STOP sign if an engineering study determines that a special combination of geometry and traffic volumes is present that makes it possible for right-turning traffic on the approach to be permitted to enter the intersection without stopping.

Support:

- 10 The design and application of Stop Beacons are described in Section 4L.05.

Figure 2B-1. STOP and YIELD Signs and Plaques







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Steven Goodkind, P.E.
DIRECTOR OF PUBLIC WORKS
City Engineer

Date: January 16, 2013

To: DPW Commission

From: Erin Demers, E.I.T.
Public Works Engineer
Street Capital Program Manager

Subject: Complete Streets Documentation Update - Communications

Memo

DPW Staff has compiled and completed the Complete Street Project Checklist for the FY'14 Street Capital Reconstruction Program. The following update displays the results of this working draft checklist. Of the eighteen street projects that were approved for reconstruction next fiscal year, we have concluded with the following considered improvements:

Neighborhood Streets (16) segments:

- All have sidewalks on both sides with the exception of Deforest Heights.
- ADA accessible ramps need replacement on Luck Street, Orchard Terrace, Poplar Street, Russell Street & Sandra Circle.
- Crosswalk updates are needed on Bright Street & Shore Road.
- Tree belts and street trees are absent on Bradley Street & Arlington Court.

Transit Streets & State Truck Routes (Main Street – Winooski Ave. to Willard St.):

- Street Trees can have hardscape added at Transit Stops
- Street Lighting is currently the non-ornamental cobra heads within the project area.
- Benches are proposed to be added at the mid-block crossing during the Edmund's mid-block crossing upgrade project.
- No bus shelters exist within the project area.
- Bike Lanes – No bike lanes should be proposed on this segment of Main Street due to the street's classification of being a transit/state truck route. Bike lanes are to be considered on Complete Streets and Bicycle Streets.
- Medians should be considered at mid-block crossings.
- Curb extensions should be considered.

Slow Streets (Cherry Street – Winooski Avenue to Church Street)

- Trees are currently missing within some existing tree grates.
- Potential candidate for street for electronic pay stations.
- Curb extensions, porous paving and colored/stamped crosswalks should be considered.

If you have any questions, do not hesitate to contact me directly at edemers@ci.burlington.vt.us or 802-863-9094.



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Memo

Steven Goodkind, P.E.
DIRECTOR OF PUBLIC WORKS
City Engineer

Date: February 7, 2013

To: Public Works Commission

From: Nicole Losch, Transportation Planner / Bicycle & Pedestrian Program Manager

Subject: Introducing Burlington's DRAFT "Go for Gold" Blueprint

The purpose of the Go for Gold Blueprint is to begin the process of charting a course to achieve gold-level Walk-Friendly Community (WFC) and Bicycle-Friendly Community (BFC) recognition for Burlington. Burlington is currently recognized as a silver-level Bicycle-Friendly Community, and has not yet applied for recognition as a Walk-Friendly Community. By way of background: both programs are nationally recognized as the standard in each area. Each is organized around what are known as the five E's: Engineering, Encouragement, Enforcement, Education, and Evaluation/Planning. The WFC program tops out at Platinum, while the BFC program goes one level farther to Diamond.

The Blueprint primarily synthesizes what we have learned from the experience of communities elsewhere in the United States that have already achieved gold-level Bicycle Friendly Community status. We reviewed the successful gold-level applications of Missoula, MT and Corvallis, OR (both northern cities with populations similar to Burlington's) and then compared them point-by-point to Burlington's silver-level application. Key issues and insights emerged and will be presented to the Commission for discussion.

The Go for Gold Blueprint also includes a variety of issues related to improving Burlington's walk friendliness; however, because Burlington has not yet applied for Walk-Friendly Community status, we are not yet in a position to compare our current level of walk friendliness to that of other communities with the same degree of specificity as we can for bike friendliness. (Our initial WFC application will be submitted in June of this year.)

There are many areas -- some of them listed below -- where Burlington is already doing a great job supporting walking and biking. In fact, Burlington is largely on par with Missoula and Corvallis with regard to bicycle-related education, encouragement, and enforcement, and our walking

infrastructure is likely to stand up quite well against other communities when we complete our WFC application. **The most important area of bicycle-related improvement is in engineering: that is, the quality and extent of our on-the-ground facilities for bicycling.** That said, Burlington has a solid foundation from which to build, thanks to the efforts of city staff and many others over the years. Our hope is that this document helps our city to take walking and biking to the next level.

At the February meeting of the Public Works Commission, DPW and Local Motion staff will describe the components of the draft Blueprint in more detail:

WHAT BURLINGTON IS DOING WELL FOR WALKING & BIKING

Recent Political Support for Bicycling
Dedicated Funding for and Large-Scale Investment in Sidewalks
A World-Class Sidewalk Plowing Program
High-Quality Transit Service
Transportation Demand Management that Yields Results
Impressive Walk Mode Share
Substantial Existing Bike Infrastructure
Major Investment in New Crosswalk Technologies
A Municipal Commitment to Encouraging Walking and Bicycling
Municipal Plans that Put Walking and Biking Front and Center
Many Options for Bicycling Education
A Strong Commitment to Enforcing Walk-Bike Rights and Responsibilities
Consistent Investment in Crossing Guards
An Active and Engaged Walk-Bike Advisory Group
A Diverse, Vibrant, and Effective Walk-Bike Advocacy Community

OPPORTUNITIES TO TAKE IT TO THE NEXT LEVEL

Improved and Connected On-Road Bicycle Facilities
Increased Bike Storage and Parking
A Citywide Parking Policy that is Supportive of Walking and Bicycling
A Shift from Design Speed to Target Speed
Extensive Use of Trial Installations and Resident Engagement
An Emphasis on Public Art and “Seductive Design”
Regular and Proactive Walk-Bike Facility Maintenance
New Shared Use and Off-Road Facilities
More Emphasis on Bike-Related Festivals and Community Biking Events
Additional Capacity for Walk-Bike Assessment and Planning



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DEPARTMENT OF PUBLIC WORKS**

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Steven Goodkind, P.E.
DIRECTOR OF PUBLIC WORKS
CITY ENGINEER

Norman J. Baldwin, P.E.
ASSISTANT DIRECTOR OF PUBLIC WORKS

February 12, 2013

TO: Public Works Commission

FROM: Norman Baldwin, P.E. *NJB*
Assistant Director-Technical Services

RE: Champlain Parkway-Project Update

At the next Public Works Commission meeting we will present to the Commission an update regarding the status of the Champlain Parkway. In advance of the meeting we think it is important that you have some baseline information.

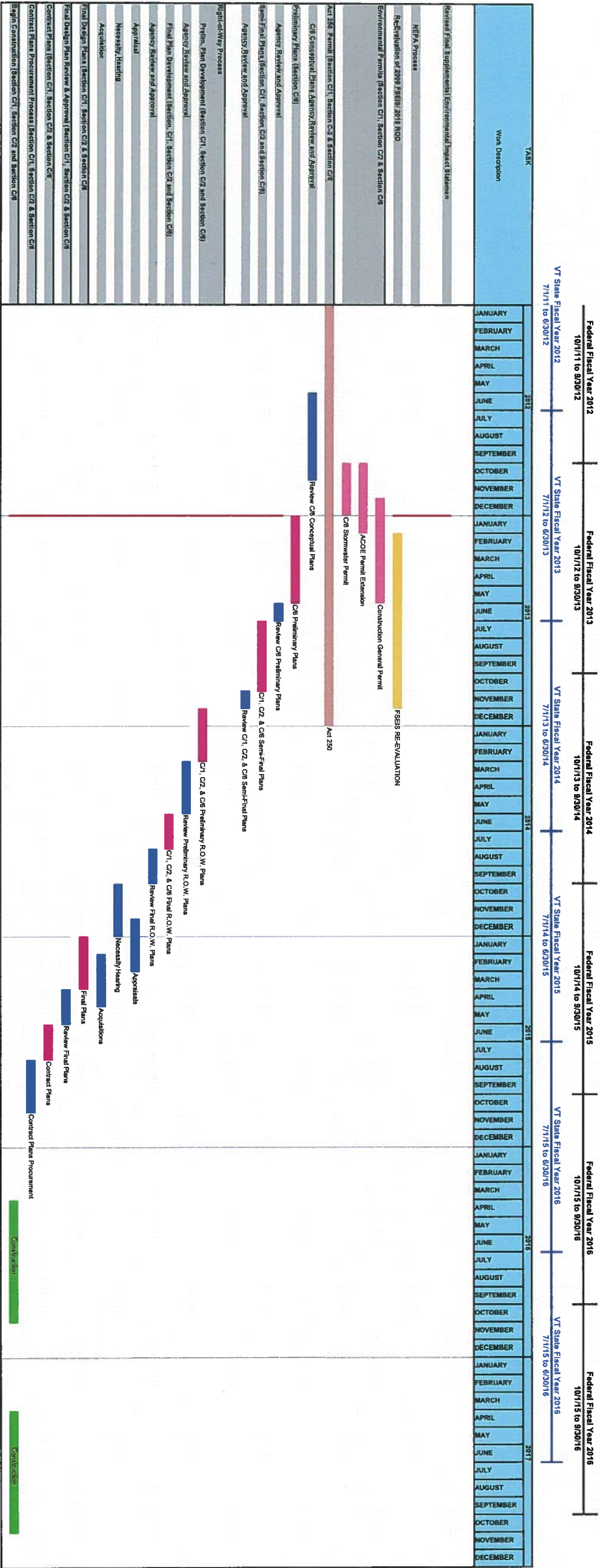
First is a schedule that was provided to city staff by our projects design consultants Clough Harbor Associates (CHA). (CHA) is the design consultant we have been work with for a number of years. (CHA) is working on our behalf to develop a project that is fully permitted with bid ready design documents that follow the State and Federal Project Development Process. (CHA) is based out of Albany, New York. In addition (CHA) is working with Stantec as a local design sub-consultant for stormwater and landscape elements of the project.

We have been working with the city attorney's office and the law firm of Shem Dunkiel who have specific expertise in representing clients engaged in working through the procedural demands of the Act 250 process. As you may be aware, we have conditionally issued an Act 250 permit which requires we have our Stormwater General Construction Permit prior the formal issuance of our Act 250 Permit. In addition there are 4 parties appealing the issuance of our Act 250 Permit. The legal proceedings associated with the previously referenced appeals, are occurring parallel to our design work to advance this project.

This project is being undertaken with funding and oversight from the Federal Highway Administration and the Vermont Agency of Transportation. The funding sources are 95% Federal-3%State of Vermont-2% City.

David Allerton as a Public Works Engineer is assigned to this project as our project manager and I have been actively involved as well. Both of us along with Director Goodkind will be present at the meeting to discuss in further detail this project and entertain any questions you may have. I look forward to the discussion.

CHAMPLAIN PARKWAY
PROJECT SCHEDULE
REVISED JANUARY 7, 2013



Schedule Assumptions:

- 1) The Champlain Parkway project will consist of Section C-1, Section C-2 and Section C-6
- 2) Act 250 permit decision will not necessitate substantial modifications to the current design
- 3) Environmental permits will not necessitate acquisition of additional right-of-way.
- 4) Bid documents / Special Provisions will be submitted with Final Plans.
- 5) The project's current alignment will not be altered.
- 6) No Section 502 Hearing will be required
- 7) Reevaluation of the FSEIS will not require more time than shown.
- 8) Reevaluation of the FSEIS will not require modifications to the project's design or require additional right-of-way
- 9) Reviewing agencies will adhere to the review timeframes as indicated on the schedule
- 10) The appeals process of the District Environmental Commission decision will be resolved in 2013



MEMORANDUM

February 11, 2013

TO: Public Works Commission
FROM: Guillermo Gomez, Public Works Engineer
RE: Sidewalk Projects - UPDATE

The following is a status update of the upcoming grand-funded sidewalk projects.

Flynn Avenue

Design and construction of approximately 900 ft of new sidewalk on the north side of Flynn Avenue between Pine Street and Shelburne Road.

Consultant	Lamoureux & Dickinson Consulting Engineers
Work to Date	<ul style="list-style-type: none">• Topographic Survey• Document Existing Conditions• Conceptual (25%) Plans Completed• Plans submitted to State• Plans made available to the Public• Public Comments• Environmental Documents submitted to the State
Current Status	<ul style="list-style-type: none">• Environmental Review in progress (VTrans)
Next Steps	<ul style="list-style-type: none">• Utility Relocation Agreement• Project Endorsement by VTrans• Force Account Application• Preliminary Design Plans• ROW Clearance by VTrans• Finalize Plans
Anticipated Schedule	<ul style="list-style-type: none">• Construction – Summer 2013

Colchester Avenue

Design and construction of 540 ft of new sidewalk on the south side of Colchester Avenue adjacent to Greenmount Cemetery.

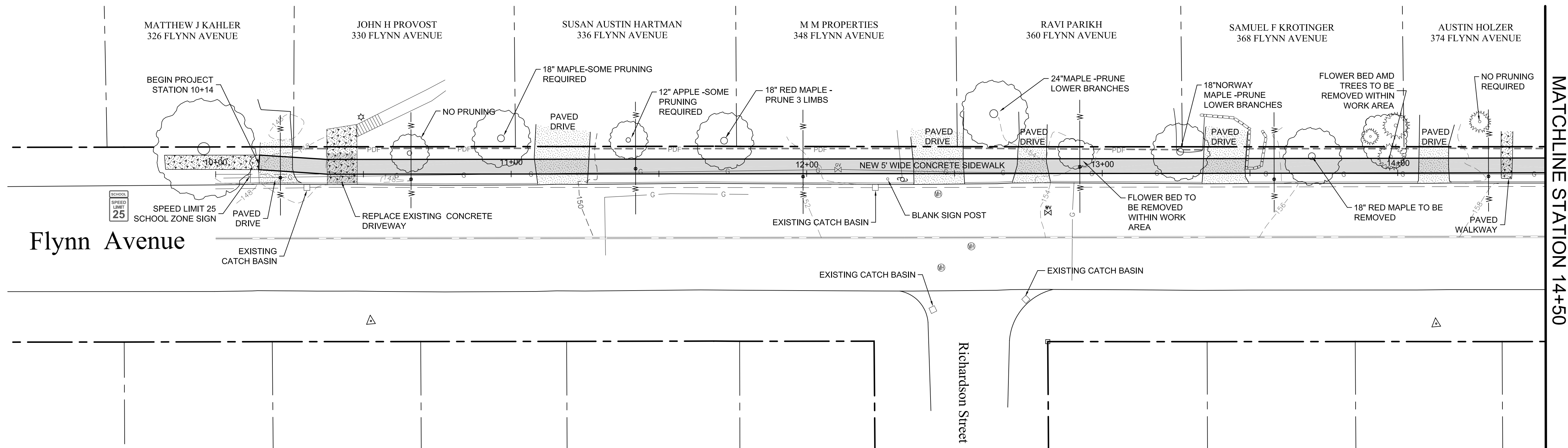
Consultant	Lamoureux & Dickinson Consulting Engineers
Work to Date	<ul style="list-style-type: none">• Topographic Survey• Document Existing Conditions• 50% Plans Completed• Plans submitted to State• Plans presented at NPA Meeting• Environmental Documents submitted to the State
Current Status	<ul style="list-style-type: none">• Environmental Review in progress (VTrans)
Next Steps	<ul style="list-style-type: none">• Project Endorsement by VTrans• Force Account Application• Preliminary Design Plans• ROW Clearance by VTrans• Finalize Plans
Anticipated Schedule	<ul style="list-style-type: none">• Construction – Summer 2013

Main Street Mid-Block Crossing at Edmunds

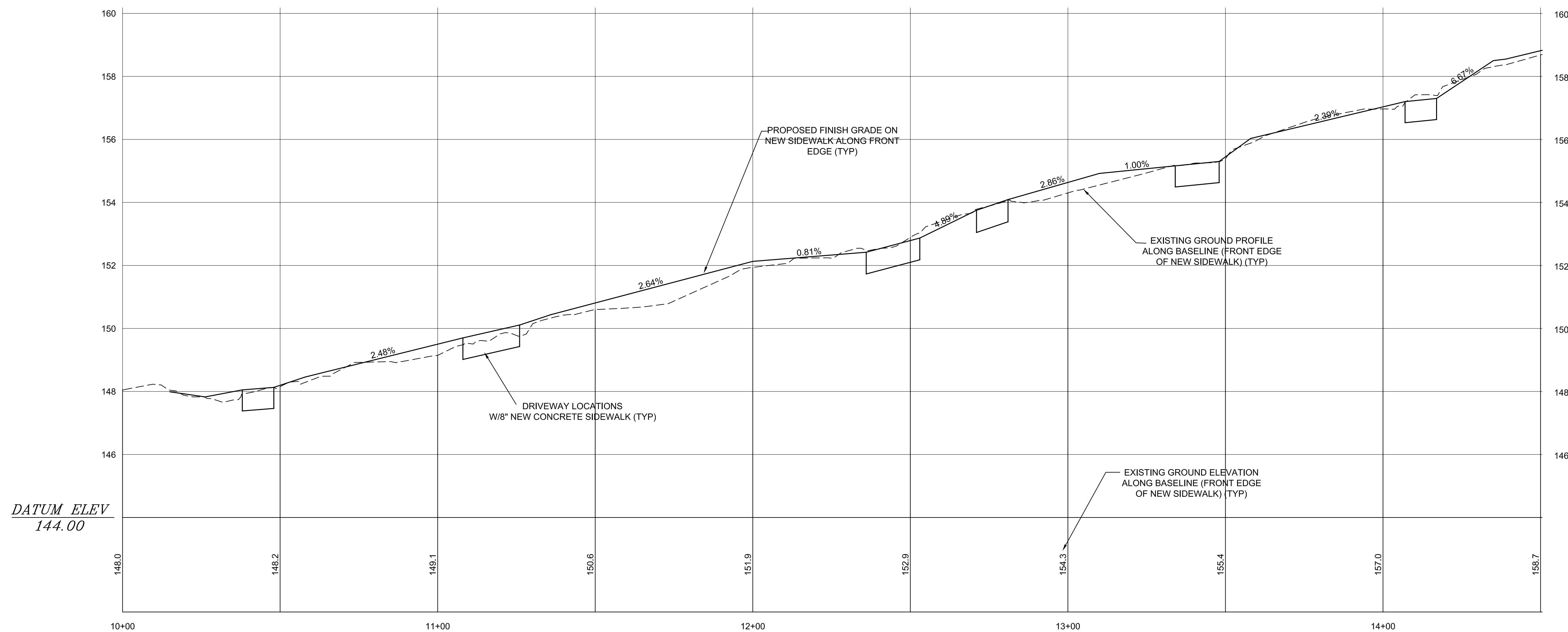
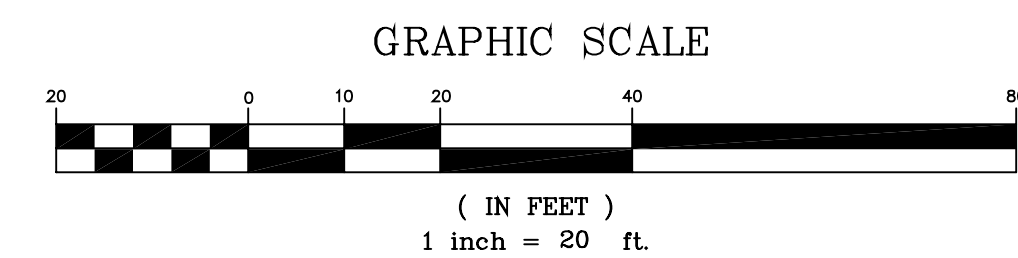
Relocation and safety enhancements of mid-block crosswalk on Main Street between South Willard and South Union Streets in front of the Edmunds Schools.

Consultant	Stantec
Work to Date	<ul style="list-style-type: none">• Document existing conditions• Base Plan• Concept Plan completed• Plan submitted to State• Presented the project at Public Meeting at Edmunds School• Environmental documents submitted to the State
Current Status	<ul style="list-style-type: none">• Environmental Review in progress (VTrans)• Lighting Design in progress (BED)
Next Steps	<ul style="list-style-type: none">• Project Endorsement by VTrans• Preliminary Plans• Force Account Application• ROW Clearance by VTrans• Finalize Plans
Anticipated Schedule	<ul style="list-style-type: none">• Construction – Late Spring/Summer 2013

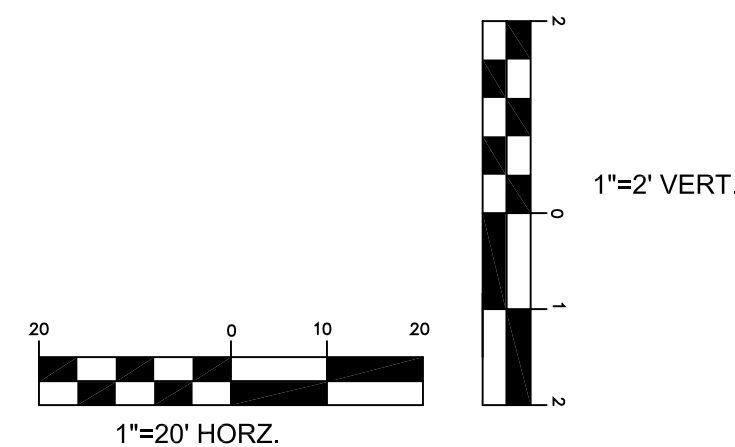
FLYNN AVENUE
CONCEPT PLANS



PLAN VIEW



PROFILE VIEW



LEGEND

- PROPERTY LINE
- IRON PIPE FOUND
- CONCRETE MONUMENT FOUND
- SURVEY CONTROL POINT
- EXISTING SIGN
- GAS LINE WITH VALVE
- OVERHEAD UTILITY LINE WITH POLE
- EXISTING GROUND CONTOUR
- WATER LINE WITH VALVE, CURB STOP
- PROPOSED SIDEWALK
- STONE WALL
- TOE OF SLOPE (FILL)
- TOE OF SLOPE (CUT)
- EXISTING TREE/SHRUB
- PROJECT DEMARCATION FENCE/LIMIT OF DISTURBANCE

Date	Revision		By
These plans shall only be used for the purpose shown below:			
<input checked="" type="checkbox"/> Sketch/Concept	<input type="checkbox"/> Act 250 Review	Project No. 12028	
<input type="checkbox"/> Preliminary	<input type="checkbox"/> Construction		
<input type="checkbox"/> Final Local Review	<input type="checkbox"/> Record Drawing		
BURLINGTON STP SDWK(3)			
FLYNN AVENUE SIDEWALK			
PLAN & PROFILE			
Drawn L&D			
Checked DJG/DLH			
Date OCT. 2012			
Scale AS NOTED			
Sheet number			
3			

25% CONCEPT PLANS

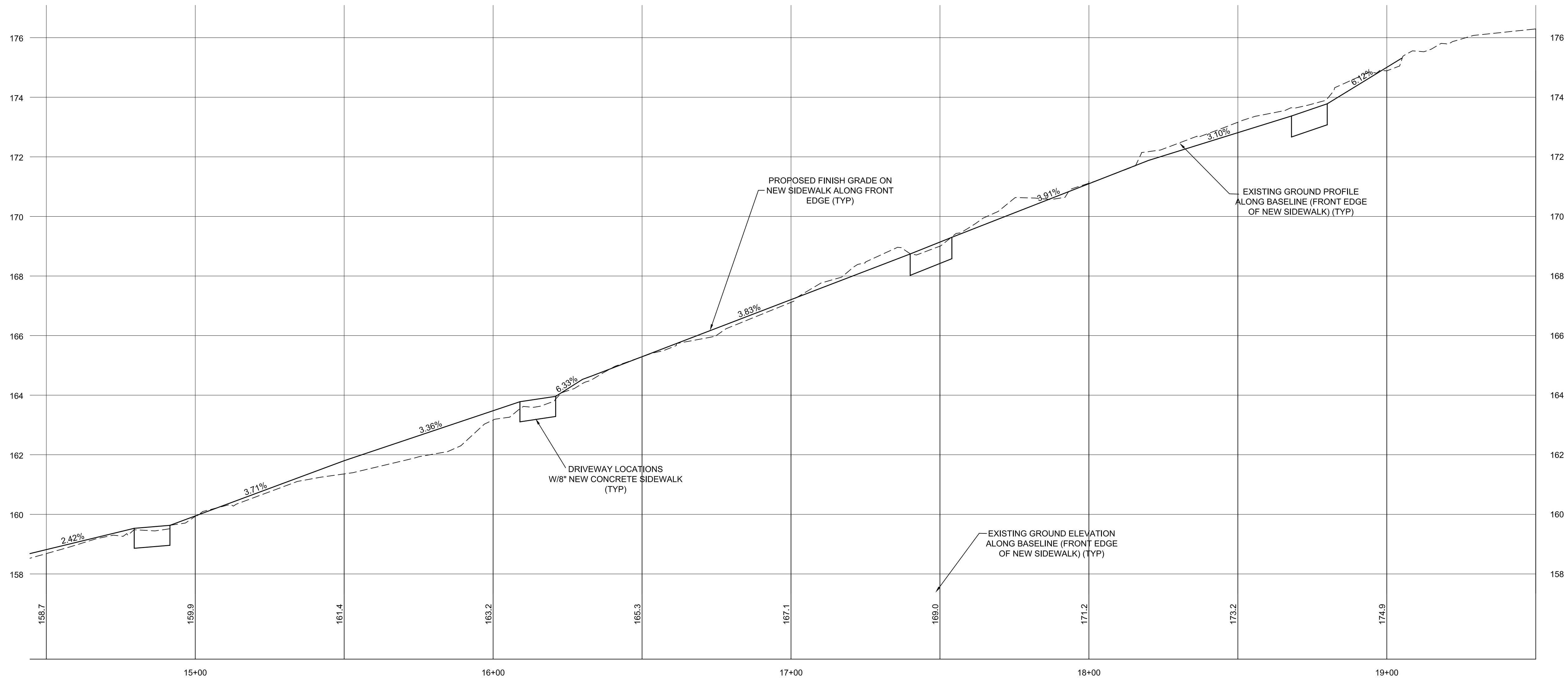
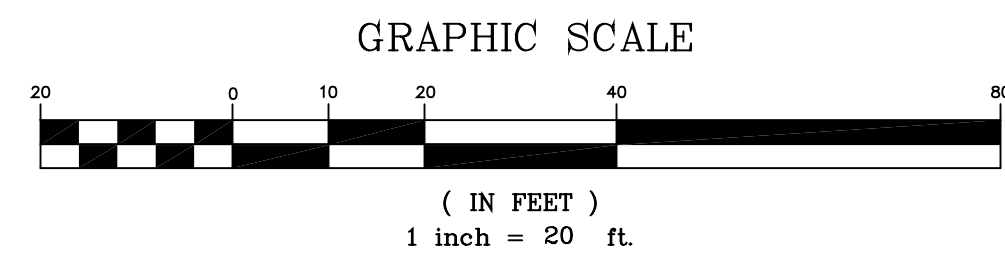
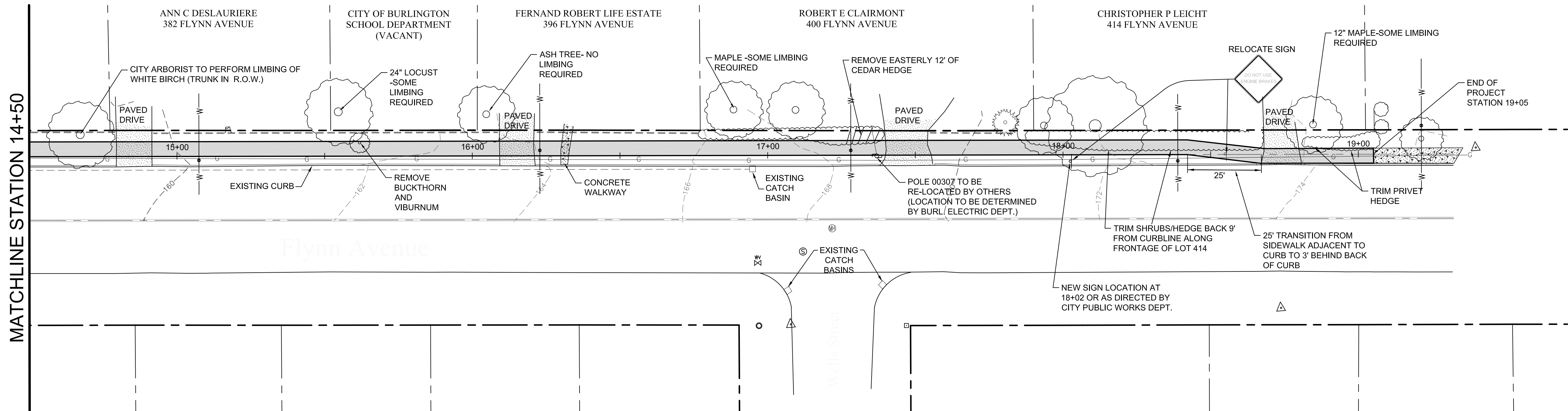
THE CONTRACTOR SHALL NOTIFY 'DIGSAFE' PRIOR TO ANY EXCAVATION



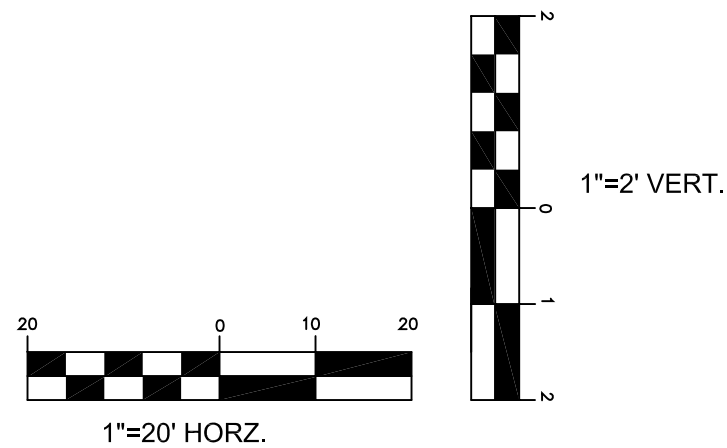
MATCHLINE STATION 14+50

Flynn Avenue

DATUM ELEV
144.00




THE CONTRACTOR SHALL NOTIFY
'DIGSAFE' PRIOR TO ANY EXCAVATION



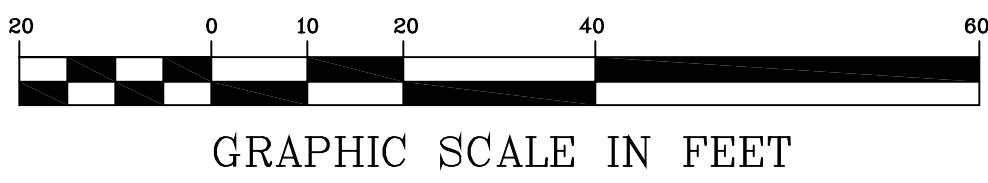
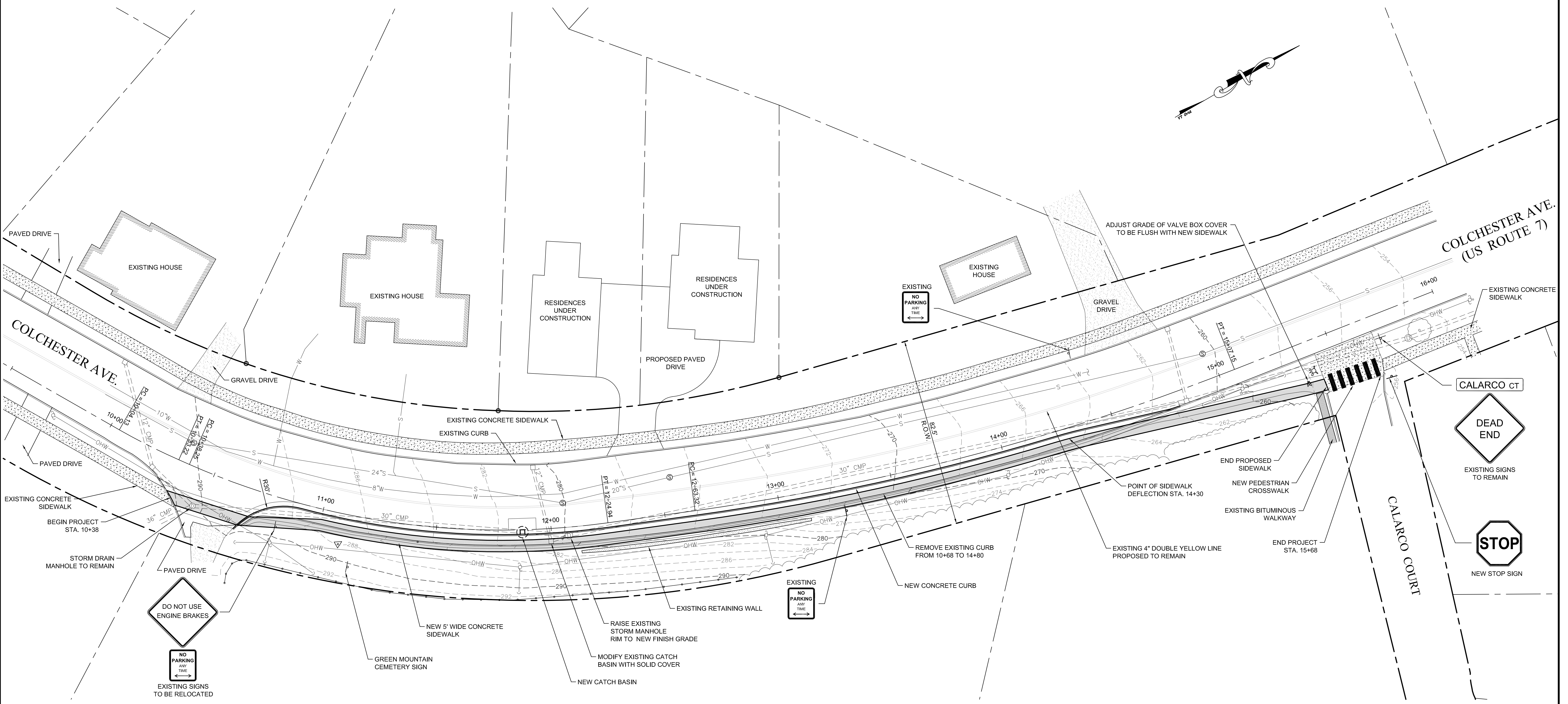
LEGEND

- PROPERTY LINE
- IRON PIPE FOUND
- CONCRETE MONUMENT FOUND
- SURVEY CONTROL POINT
- EXISTING SIGN
- GAS LINE WITH VALVE
- OVERHEAD UTILITY LINE WITH POLE
- EXISTING GROUND CONTOUR
- WATER LINE WITH VALVE, CURB STOP
- 11+00
- PROPOSED SIDEWALK
- STONE WALL
- TOE OF SLOPE (FILL)
- TOE OF SLOPE (CUT)
- EXISTING TREE/SHRUB
- PROJECT DEMARCATION
FENCE/LIMIT OF DISTURBANCE

25% CONCEPT PLANS

Date	Revision		By
These plans shall only be used for the purpose shown below:			
<input checked="" type="checkbox"/> Sketch/Concept	<input type="checkbox"/>	Act 250 Review	Project No. 12028
<input type="checkbox"/> Preliminary	<input type="checkbox"/>	Construction	
<input type="checkbox"/> Final Local Review	<input type="checkbox"/>	Record Drawing	
BURLINGTON STP SDWK(3)			Survey JPS
FLYNN AVENUE SIDEWALK			Design DJG
PLAN & PROFILE			Drawn L&D
			Checked DJG/DLH
			Date OCT. 2012
 Lamoureux & Dickinson Consulting Engineers, Inc. 14 Morse Drive, Essex, VT 05452 802-878-4450 www.LDengineering.com			Scale AS NOTED
			Sheet number 4

COLCHESTER AVENUE
CONCEPT PLANS



LEGEND

- RIGHT-OF-WAY BOUNDARY LINE
- PROPERTY BOUNDARY LINE
- EXISTING FENCE
- EXISTING WATER LINE
- EXISTING SEWER LINE
- EXISTING CATCH BASIN & STORM PIPES
- EXISTING CONTOUR
- UTILITY POLE WITH GUY WIRE & OVERHEAD WIRES
- EXISTING SEWER MANHOLE
- EXISTING DRAINAGE MANHOLE
- SURVEY CONTROL POINT
- EXISTING SIGN
- PROPERTY CORNER IRON PIPE FOUND

50% PLANS
JANUARY 2013

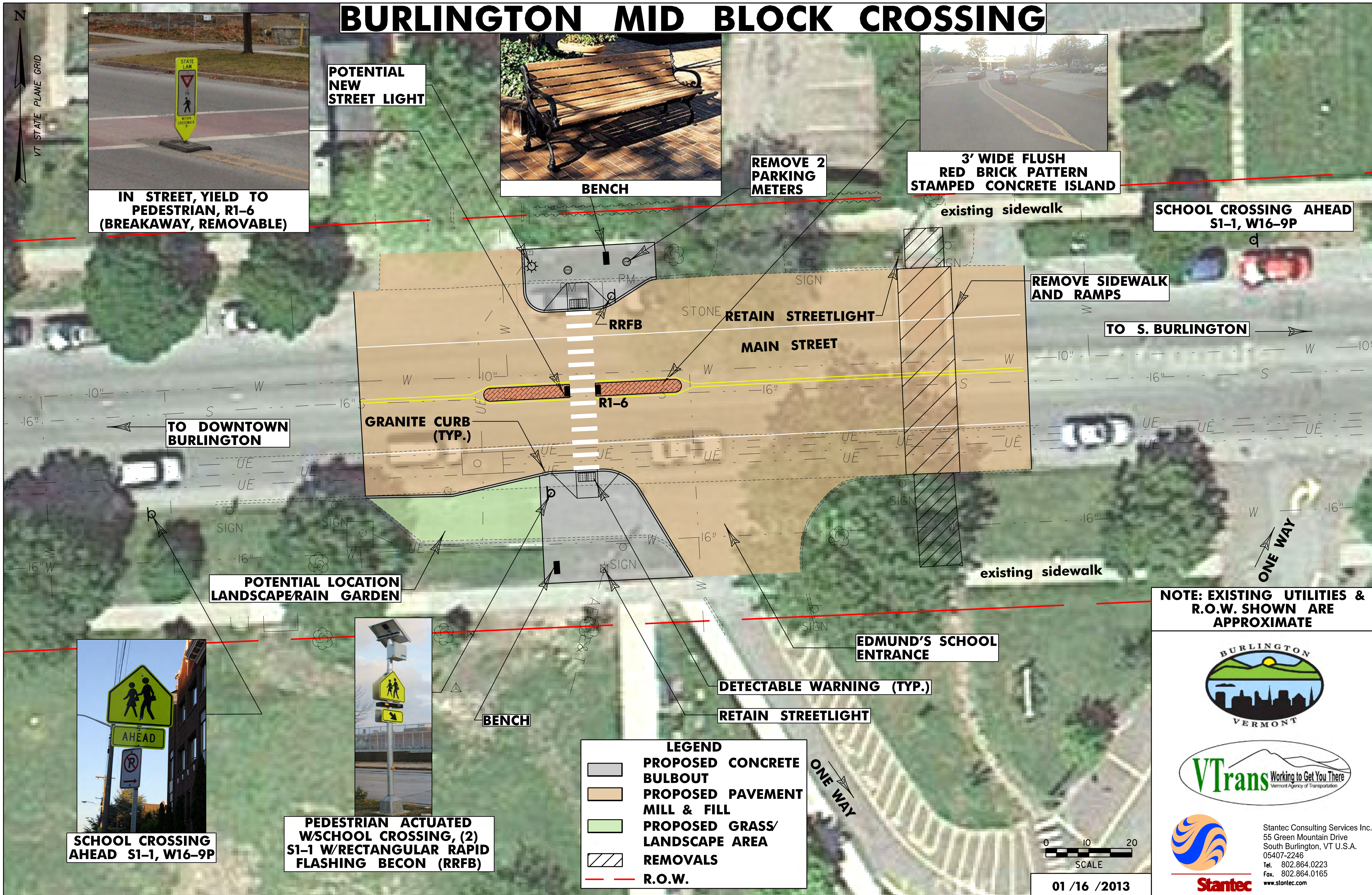
QUALITY ASSURANCE INSPECTION LEVEL 2		
DATUM		
VERTICAL	NAVD 88	
HORIZONTAL	NAD 83(1996)	

THE CONTRACTOR SHALL NOTIFY "DIGSAFE"
AT 888-DIG-SAFE PRIOR TO ANY EXCAVATION.

SITE PLAN	COLCHESTER AVENUE SIDEWALK PROJECT STP SDWK(5)		
	Lamoureux & Dickinson Consulting Engineers, Inc. 14 Morse Drive, Essex, VT 05452 802-878-4450 www.LDengineering.com		L&D PROJECT NUMBER: 12028 DRAWN BY: CD CHECKED BY: DG
			SHEET: 1

MAIN STREET MID-BLOCK CROSSING
CONCEPT PLAN

BURLINGTON MID BLOCK CROSSING



BURLINGTON PUBLIC WORKS COMMISSION MONTHLY MEETING

645 Pine Street

MINUTES – January 16, 2013

(DVD of meeting on file at DPW)

COMMISSIONERS PRESENT: Bob Alberry, Tiki Archambeau, Matt Conger (Secretary), Asa Hopkins, Nathan Lavery (Chair), Solveig Overby and Mark Porter (Vice Chair)

Commissioner Lavery called the meeting to order at 6:30 p.m.

ITEM 1 – AGENDA: No changes.

ITEM 2 – PUBLIC FORUM: No one came forward.

ITEM 3 – SOUTH PROSPECT STREET – RESIDENT PARKING REQUEST

(Joel Fleming, Public Works Engineer)

(Refer to Commission packet for Mr. Fleming's Memo dated January 16, 2013) Staff received a request for resident parking between #'s 544 and 568 South Prospect Street (nine spaces). Mr. Pike Porter, who submitted the request and petition, was in attendance and spoke to the Commission.

- Mr. Porter's property provides sufficient parking for the residents; the restriction would allow guest parking.
- Mr. Fleming said that installing curbs along that section to prevent cars from parking on the green space is cost-prohibitive.
- Mr. Porter said that the parking prohibition 12-6 a.m. is not enforced (contributing to loud, late-night disturbances by young people getting into their cars which are parked in front of his residence).

Commissioner Conger moved to adopt staff's recommendation of parking prohibition from the parking lot of 500 South Prospect Street, south past the property line of 544. Commissioner Alberry seconded.

The motion did not carry (Commissioners Alberry, Archambeau and Conger voted in favor; Commissioners Hopkins, Lavery, Overby and Porter voted against). Commissioner Lavery asked staff to come up with low-tech options to keep vehicles off the greenbelt. He also asked all those involved to keep track of parking-related complaints in order to focus on the need for parking enforcement and the long-term benefits of that enforcement. Mr. Fleming stated he would continue to study this issue.

ITEM 4 – 128 NORTH STREET – 15 MINUTE PARKING SPACE REMOVAL

(Joel Fleming, Public Works Engineer)

(Refer to Commission packet for Mr. Fleming's Memo dated January 16, 2013) **Commissioner Porter's motion** (with Commissioner Conger seconding) to accept staff's recommendation of the removal of the 15 minute parking space in front of 128 North Street **was withdrawn**. Commissioner Porter wanted to wait to vote on this until next month's meeting, giving staff time to determine if the Sustainability Academy/Lawrence Barnes School's parking lot off North Champlain Street, had parking restrictions. Mr. Fleming added that there are other 15 minute parking spaces in the area for patrons of local businesses. **Commissioner Archambeau moved** to adopt staff's recommendation to remove the 15 minute parking space, confident that the parking lot has no parking restrictions. Commissioner Alberry

seconded. All Commissioners with the exception of Commissioner Porter voted in favor; **this motion carries.**

ITEM 5 – GUIDELINES FOR RESTRICTING PARKING TO ONE CAR BETWEEN DRIVEWAYS: DECISION REGARDING 3-39 HAYWARD STREET

(Joel Fleming, Public Works Engineer)

(Refer to Commission packet for “City of Burlington Department of Public Works: Guidelines to Restricting Parking to One Car Between Driveways” dated January 7, 2013 and Mr. Fleming’s Memo dated November 29, 2012) Staff recommends that the Commission adopt the space between the driveways of 37 and 39 Hayward Street to be reserved for one vehicle only. John King, Director of Parking Enforcement, explained how his staff determines which vehicles to ticket, as well as the grey areas his staff would encounter if the recommendation passes. Discussion ensued on ordinance vs. guideline and the Federal standards that DPW staff follows when posting a parking restriction sign (i.e., the parking sign is posted at the head of the parking space; the parking space is 20’ long behind the sign). **Commissioner Porter moved** to adopt staff’s recommendation that the space between the driveways of 37 and 39 Hayward Street be reserved for one vehicle only; Commissioner Alberry seconded. Commissioner Archambeau opposed - with all other Commissioners voting in favor of – the motion. The motion carries.

ITEM 6 – COMPLETE STREET IMPLEMENTATION UPDATE: FY ’14 STREET CAPITAL RECONSTRUCTION PROGRAM (Erin Demers, Public Works Engineer, Street Capital Progr. Mgr.)

(Refer to handout distributed at meeting, “Complete Streets Documentation Update – Communications” Memo from Ms. Demers dated January 16, 2013) Ms. Demers was not present. Director Goodkind stated that he and his staff would review the information and add this item to the February agenda.

ITEM 7 – RESIDENTIAL PARKING PROGRAM APPLICATION CHANGES

(John King, Director of Parking Enforcement, Burlington Police Department and Eugene Bergman, Esq., City Attorney’s Office)

(Refer to two handouts from Mr. King: 1) “Burlington Police Department Resident Parking Application,” and 2) List of resident parking permits issued, by address, under BPD’s jurisdiction.)

As a result of a resident’s complaint about a heavy concentration of vehicles with resident parking passes on Fletcher Place, Mr. King and Commissioner Porter began studying the issue City-wide. Mr. King came before the Commission to explain the process he and his staff follow when granting resident parking passes. He stated that he has no authorization to deny a permit if the applicant comes in and meets the conditions of the permit. Mr. King and Commissioner Porter propose eliminating the possibility of fraudulent applications by putting the burden on the property owners/landlords: Having their residents/renters provide the Parking Enforcement office with a (property owner/landlord signature-) notarized application.

Attorney Bergman recommended a formal approach to making changes. He explained the procedures that the Commission would need to follow. He suggested that the Commission begin by reviewing the section of the Ordinance that addresses resident parking. Director Goodkind suggested that Mr. King and DPW staff work together to draft something they can bring before the Commission. Commissioner Lavery suggested that Mr. King and Commissioner Porter (and other interested commissioners) brainstorm on possible improvements to the current process. This will be a February agenda item.

ITEM 8 – 395 MANHATTAN DRIVE – VACANT BUILDING APPEAL

(William Ward, Director of Code Enforcement and Appellant)

(Refer to documents handed out at the meeting by Code Enforcement staff:

- Memorandum to Public Works Commission from Norman Baldwin re: 395 Manhattan Drive-Appeal of Vacant Building Order/Decision dated January 8, 2013; Handwritten note to Bill Ward from Chris Khamnei hand-dated October 24, 2012/date-stamped by Code Enforcement October 25, 2012; Notice of Hearing from Norman Baldwin to Chris Khamnei dated December 21, 2012, copy of Certified Mail card and USPS Track and Confirm record; and a Memorandum to Public Works Commission from William Ward re: Report on Appeal of 395 Manhattan Drive Vacant Building Status dated January 8, 2013.
- Vacant Building Permit Application for 395 Manhattan Drive dated October 1, 2012; Nick Greulich's Carpentry Services Invoice; and Handwritten note to Bill Ward from Chris Khamnei hand-dated October 24, 2012/date-stamped by Code Enforcement October 25, 2012.
- Letter to Chris Khamnei from William Ward re: September 27, 2012 inspection, dated October 1, 2012.
- Vermont Property Transfer Tax Return re: 240 Pine Street, Burlington, with date of record as 10/15/12.
- Letter to Chris Khamnei from William Ward dated June 29, 2012.
- E-mail to Chris Khamnei from William Ward dated June 29, 2012; E-mail to Chris Khamnei from William Ward dated July 27, 2012; E-mail to Chris Khamnei from Ned Holt dated May 16, 2012.
- Letter to Chris Khamnei from William Ward dated April 17, 2012.
- 26 pictures taken of the property dated April 4, 13, 19, 20 & 27; May 3; June 29; July 2, 11, 16 & 25; August 13 & 28; September 27; November 13; and December 10, 2012.

Also refer to one-page statement/signed petition submitted by Michael Cook during this meeting, on behalf of neighbors of 395 Manhattan Drive.)

The Appellant, Chris Khamnei, was not in attendance. Commissioner Lavery asked Attorney Bergman to offer a recommendation to the Commission on how to proceed. Attorney Bergman reminded the Commission that this was a quasi-judicial hearing. His recommendation to the Commission: Take the evidence you receive at this hearing and, based on that evidence, make a decision in a deliberative session. Submit the decision in writing and forward to the City Attorney's office, along with the handouts submitted tonight as evidence.

Director Ward verbally outlined the "timeline of significant events" listed on his Memo to the Commission dated January 8, 2013. Deborah Dalton, Code Enforcement Case Manager, displayed slides of photos taken of the property. Tim Ahonen, Minimum Housing Inspector, distributed the above-named handouts to the Commission. Director Ward asked the Commission to approve his request for the Appellant to pay his fees and comply with all requirements to bring the property up to code. He also asked any neighboring property owners in attendance to step forward with their input. Michael Cook and Peg Dumas spoke briefly to the Commission, citing hazardous (e.g., previous fire, building leaning toward sidewalk) and unsightly conditions as well as the property attracting vagrants. Director Ward finally noted that the structure was built prior to 1978 and should be abated as soon as possible.

Attorney Bergman reminded the Commission that their jurisdiction was limited to the appeal. Commissioner Lavery stated that after this meeting, the Commission would convene to discuss and possibly make a decision on the appeal.

ITEM 9 – CODE ENFORCEMENT FIRE SAFETY APPEAL – 144 SOUTH WILLARD STREET
(William Ward, Director of Code Enforcement and Appellant)

(Refer to Commission packet for:

- Memorandum to Public Works Commission from Norman Baldwin re: 144 South Willard Street- Appeal of Second Means of Egress Order by Code Enforcement, dated January 8, 2013;
- Letter to Norm Baldwin from Deborah Dalton re: Appeal of Code Enforcement order #227965, 144 South Willard Street, dated September 4, 2012;
- Handwritten “Notice of Appeal of Routine Inspection of 144 South Willard Street, Inspection 227965” signed by Martin Lavin and Patricia A. Lavin, dated August 16, 2012;
- Letter to Martin Lavin from Tim Ahonen, Minimum Housing Inspector re: Routine Inspection of 144 South Willard Street, Inspection 227965, dated July 7, 2012;
- Inspection Detail for 144 South Willard Street by Inspector Tim Ahonen, dated July 17, 2012;
- Letter to Patricia Lavin from Normal Baldwin re: Notice of Hearing, dated December 21, 2012;
- USPS Track & Confirm record for above-mentioned letter;
- Certified Mail card for above-mentioned letter;
- City of Burlington Ordinance 7.0, “An Ordinance in Relation to Buildings and Building Construction* Article III, Abatement and Rehabilitation of Vacant Buildings and Structures and Dangerous Structures* adopted December 7, 2009 and effective January 12, 2010.)

The Appellant, Pat Lavin, was not present. As was anticipated and noted in Assistant Director Baldwin’s Memorandum to Public Works Commission dated January 8, 2013, a representative from Paul, Frank & Collins - Attorney Jim Perglozzi – was present, representing Ms. Lavin. The Appellant submitted a request for appeal; the appeal was scheduled for this meeting. As the Appellant is presently out of state, her attorney is seeking a continuance until her return, possibly on May 1, 2013.

Director Ward: He has mixed feelings about the request for a continuance. While he doesn’t object to granting the additional time, he is questioning the second means of egress. If the continuance is granted, the Commission won’t hear the appeal tonight, and it is possible to resolve the matter without the hearing.

Attorney Bergman: It is up to the Commission to decide on whether or not to grant the continuance. Being a fire safety concern adds gravity to the issue.

Commissioner Alberry moved to grant a continuance. Commissioner Hopkins said he would second the motion, asking if he could **add a clarifying amendment**; Attorney Bergman concurred that having a condition would be appropriate. **Addition to the motion:** Motion made to grant a continuance, as long as verification can be made that the existing door is open. Director Ward stated that this could happen within a week. Attorney Perglozzi stated that he felt this would be acceptable, and would talk with Ms. Lavin. **The Commission unanimously approved the continuance with conditions.**

ITEM 10 - MINUTES OF 12/19/12: Commissioner Alberry moved to accept the Minutes as written; the motion was seconded. Unanimous approval.

ITEM 11 – DIRECTOR’S REPORT – CUSTOMER SERVICE UPDATE & EDMUNDS MID-BLOCK CROSSING UPDATE (Steven Goodkind, Director)

- Edmunds School mid-block crossing is progressing.

- New Customer Service software program progress has been slow; staff shortage in IT. We have recently started to receive more support. A meeting with DPW and IT staff is scheduled for Friday. This item will be addressed at the February meeting.
- Snowfighting is going as planned this winter.
- New staff person in the Inspection Services Division: We are advertising for a new person and will hopefully have someone in the next 2 – 3 months.

ITEM 12 – COMMISSIONER COMMUNICATIONS

Commissioners Alberry, Archambeau, Conger, Overby and Porter: Nothing at this time.

Commissioner Lavery: Asked Director Goodkind for a Performance Report update. Director Goodkind had hoped that the Customer Service program would have been further along, enabling him to pull the data for the report.

Commissioner Hopkins:

- Expressed gratitude to Public Works staff for keeping the sidewalks so clear for walkers.
- Asked that a Champlain Parkway update be added to an upcoming agenda.
- Per Commissioner Hopkins' request, Director Goodkind explained the process that led to the sidewalk work on Flynn Avenue.

ITEM 13 – DELIBERATIVE SESSION TO DISCUSS APPEALS

Commissioner Archambeau made a motion to go into deliberative session for the vacant building appeal; Commissioner Alberry seconded. The Commissioners left the room.

ITEM 14 – ADJOURNMENT AND NEXT MEETING DATE

The next meeting of the DPW Commission will be held on Wednesday, February 20, 2013.
Commissioner Alberry moved to adjourn at 9:30 p.m. Commissioner Conger seconded.