



**CITY OF BURLINGTON  
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A  
Post Office Box 849  
Burlington, VT 05402-0849  
802.863.9094 VOX  
802.863.0466 FAX  
802.863.0450 TTY  
[www.dpw.ci.burlington.vt.us](http://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: OCTOBER 11, 2012  
RE: PUBLIC WORKS COMMISSION MEETING

Enclosed is the following information for the meeting on October 17, 2012 at 6:30 PM at 645 Pine St, Main Conference Room.

1. Agenda
2. Lower Church St Motorcycle Parking Removal
3. Stop Sign Request at Lavalley Lane & Maple St
4. Staff Suggestions for Modifying the Existing Driveway Sight Distance Policy
5. North Winooski at Riverside Avenue Parking Changes
6. PlanBTV Discussion
7. Minutes of 9/19/12

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).*



**CITY OF BURLINGTON  
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A  
Post Office Box 849  
Burlington, VT 05402-0849  
802.863.9094 VOX  
802.863.0466 FAX  
802.863.0450 TTY  
[www.dpw.ci.burlington.vt.us](http://www.dpw.ci.burlington.vt.us)

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

## MEMORANDUM

To: Martha Gile, Clerks Office  
From: Steve Goodkind, Director  
Date: October 11, 2012  
Re: Public Works Commission Agenda

Please find information below regarding the next Commission Meeting.

Date: **October 17, 2012**  
Time: 6:30 – 9:00 p.m.  
Place: 645 Pine Street – Main Conference Room

## AGENDA

### ITEM

- 1 Agenda
- 2 Public Forum – 5 Minutes
- 3 5 Min Lower Church Street Motorcycle Parking Removal
  - 3.10 Communication , J. Flemming
  - 3.20 Discussion
  - 3.30 Decision
- 4 5 Min Stop Sign Request at Lavalley Lane & Maple St
  - 4.10 Communication , J. Fleming
  - 4.20 Discussion
  - 4.30 Decision
- 5 10 Min Staff Suggestions for Modifying the Existing Driveway Sight Distance Policy
  - 5.10 Communication, J. Fleming
  - 5.20 Discussion

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).*

- 6 10 Min North Winooski at Riverside Ave Parking Changes
  - 6.10 Communication, J. Fleming
  - 6.20 Discussion
  
- 7 15 Min Edmunds Crossing on Main St
  - 7.10 Oral Communication, S. Goodkind
  - 7.20 Discussion
  
- 8 30 Min PlanBTV Discussion
  - 8.10 Communication, S. Goodkind
  - 8.20 Discussion
  
- 9 20 Min Background on Street & Sidewalk Capital Plans
  - 9.10 Oral Communication, E. Demers & S. Goodkind
  - 97.20 Discussion
  
- 10 10 Min Traffic Signal Timing Upgrades
  - 10.10 Oral Communication, S. Goodkind
  - 10.20 Discussion
  
- 11 15 Min Report to City Council – Emailed Next Monday
  - 11.10 Oral Communication, Commission
  - 11.20 Discussion
  
- 12 10 Min Customer Service Presentation Update
  - 12.10 Oral Communication, S. Goodkind
  - 12.20 Discussion
  
- 13 Minutes of 9/19/12
  
- 14 Director's Report
  
- 15 Commissioner Communications
  
- 16 Adjournment & Next Meeting Date



MEMORANDUM

October 17, 2012

**TO:** Public Works Commission  
**FROM:** Joel Fleming *JF*  
**RE:** Lower Church Street motorcycle parking removal

---

**Background:**

In November of 2011 the Public Works Commission adopted the ordinance for Motorcycle parking on the east side of Church Street just south of the parking lot to the Chittenden County Courthouse. Staff was not aware that trucks would not be able to deliver to the Flynn if there were any vehicles parked across from the driveway. This was brought to staff's attention late last month and the Flynn has asked for the motorcycle parking to be removed so trucks can get into the driveway.

**Observations:**

Staff went through the original Lower Church Street Construction drawings and discovered that this space was originally left with No Parking to accommodate the large number of trucks pulling in and out of the Flynn Driveway. These plans were reviewed by the Public Works Commission in February of 2011. Both Staff and the commission looked over the reason for no parking in this location.

**Recommendations:**

Staff recommends removing the motorcycle parking and prohibiting all vehicles from parking in this location.

## TRAFFIC ORDINANCE/REGULATION PROPOSAL REQUEST

Request For:	More motorcycle parking in the downtown
--------------	---

Customer Name:	Steve Norman
----------------	--------------

Customer Address/Phone:	(802) 864-5088
-------------------------	----------------

Date Received:	11/8/2011
----------------	-----------

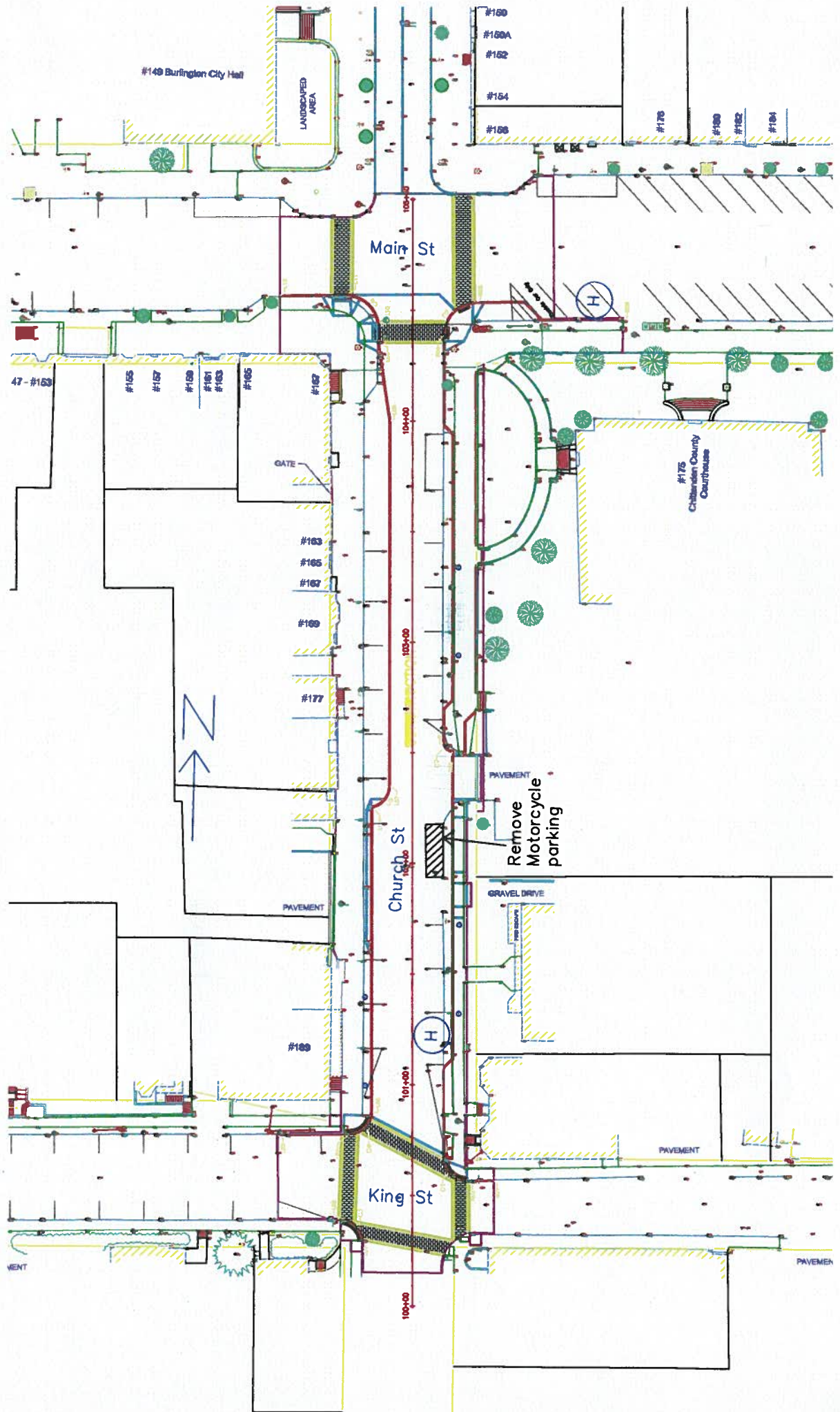
TRR#:	n/a
-------	-----

Date Replied:	11/17/2011
---------------	------------

Staff Conclusion:	<p>Staff received a request for more motorcycle parking in the downtown. The resident specifically asked staff to look at a few locations on the newly constructed lower Church and St Paul Streets. Turning the locations where parking is prohibited into motorcycle parking will allow for more people to park in the downtown. There is a space on lower Church Street just south of the courthouse driveway that is not large enough for a car parking space but it big enough to allow for 2-3 Motorcycles to park. There is also a space on St Paul Street just north of the bump-out that is prohibited that would be large enough for 2-3 motorcycles to park in it. Staff will continue to look around the downtown to find more locations where motorcycle parking will fit when a full parking space does not.</p>
-------------------	--

Staff Recommendation:	Staff recommends adoption of the motorcycle parking on lower Church Street and on St. Paul Street in the prohibited parking area.
-----------------------	---

Applicable Diagram Layout:	See Attached
----------------------------	--------------





MEMORANDUM

October 17, 2012

**TO:** Public Works Commission  
**FROM:** Joel Fleming JF  
**RE:** Lavalley Lane at Maple Street stop sign request

---

**Background:**

Staff received a request from resident, Allan Hunt, for a stop sign on Lavalley Lane at Maple Street. The resident mentioned the high volume of pedestrian and bike traffic in the area and the large trucks going in and out of the rail yard at the end of Lavalley Lane.

**Observations:**

Staff conducted traffic and pedestrian counts for this intersection. Staff found that pedestrian and bike traffic far exceeds the amount of vehicular traffic entering this intersection. When looking at the MUTCD section 2B.04 Right-of-Way Intersections, it says that that a stop sign should be used when *An intersection of a less important road(Lavalley Lane) with a main road(Maple Street) where application of the normal right of way rule would not be expected to provide reasonable compliance with the law.* This intersection is a busy intersection servicing pedestrians, cyclist, vehicle traffic, and commercial truck traffic. With all of these modes making use of the intersection, a higher degree of control is appropriate and necessary.

**Conclusions:**

The MUTCD states that 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. The large amount of pedestrian traffic could cause some confusion for vehicles pulling out of Lavalley Lane.

**Recommendations**

Staff recommends putting stop control on Lavalley Lane at Maple Street. This stop control will make it clear who has right-of-way at the intersection.

**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	—	—
Weight 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.**

### Lavalley & Maple 1, 8/30, PM

Time	Lavalley			Maple			Maple		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
3:30			1						2
3:45			3						4
4:00			2						3
4:15			2						8
		<b>TOTALS:</b>	8					19	17
<b>Total: 44</b>									

Time	Northbound		Southbound		Westbound		Eastbound	
	Left	Thru	Left	Thru	Left	Thru	Left	Thru
3:30		19		7		5		8
3:45		20		8		4		7
4:00		14		9		3		9
4:15		18		10		7		9
		71		34		19		33
<b>Total: 157</b>								

### Lavalley & Maple 2, 8/16, PM

Time	Lavalley			Maple			Maple		
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
3:30			2						3
3:45			4						1
4:00			2						5
4:15			2						4
		<b>TOTALS:</b>	10					13	17
<b>Total: 40</b>									

Peds	Time	Northbound	Southbound	Westbound	Eastbound	Counter: Colin Brett	15 min. intervals
3:30	18	10	7	7			
3:45	15	8	2	4			
4:00	20	10	3	9			
4:15	14	10	5	10			
<b>totals:</b>	<b>67</b>	<b>38</b>	<b>17</b>	<b>30</b>	<b>Total:</b>	<b>152</b>	

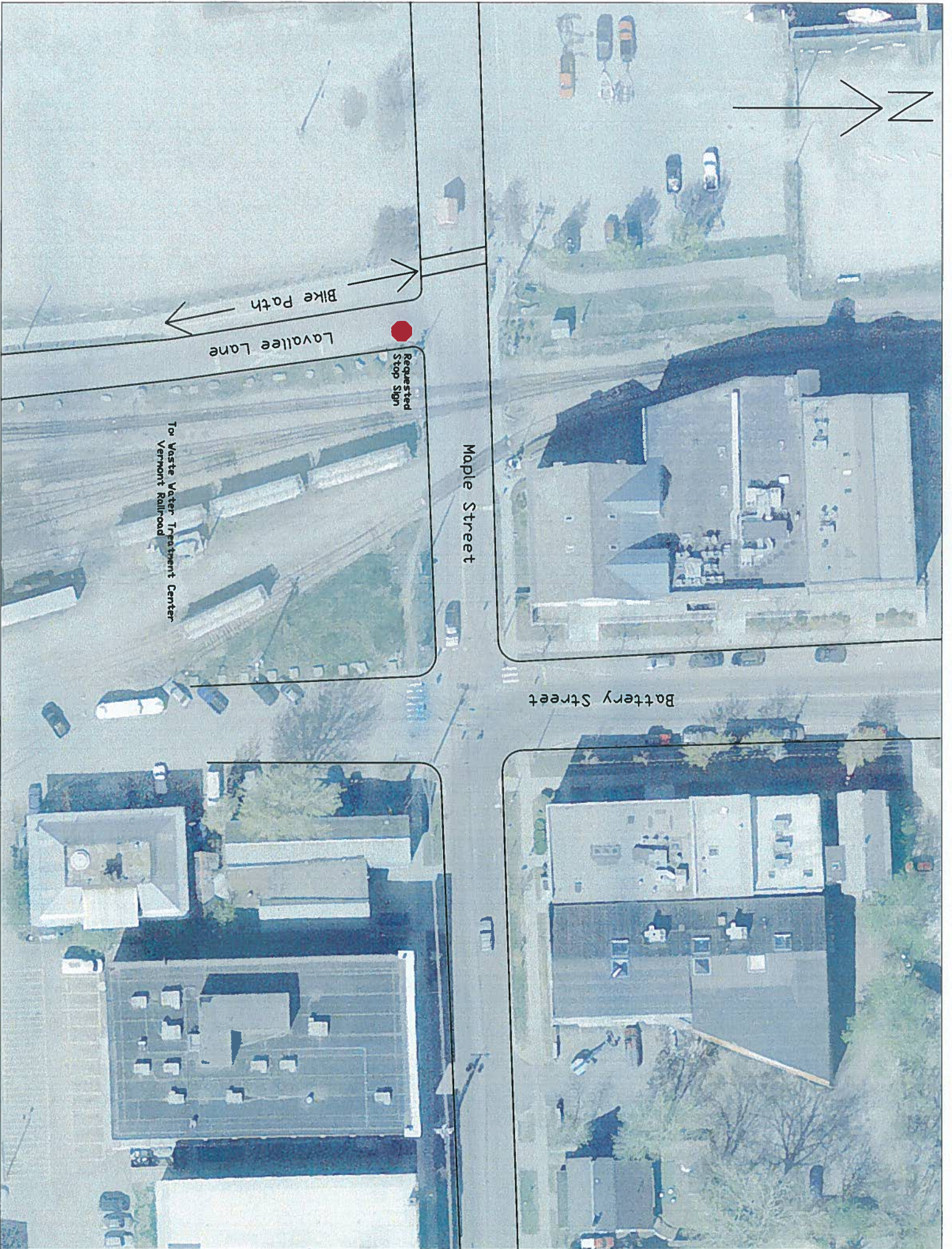
## Joel Fleming

---

**From:** Allan Hunt <huntinc@together.net>  
**Sent:** Monday, July 09, 2012 11:21 AM  
**To:** Joel Fleming  
**Subject:** stop sign lavalley lane

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

This to request a stop sign at the corner of Lavalley Lane and Maple Street. Cars and trucks exiting from the rail yard seldom stop at this intersection despite it being adjacent to the bike path [which has a stop sign] and a fairly heavily used pedestrian path [no sidewalk] for people coming down Maple to access Perkins Pier. My phone is 343 8076 if yu have any questions. Thank you.



Maple Street

Battery Street

Requested Stop Sign

Lavallee Lane

To Waste Water Treatment Center  
Vermont Railroad

Bike Path



MEMORANDUM

October 17, 2012

**TO:** Public Works Commission

**FROM:** Joel Fleming JF

**RE:** Policy Changes on Prohibiting Parking around Residential and Commercial Driveways

---

Staff believes that the policy that we have used for Prohibiting Parking around Residential and Commercial driveways needs to be modified. Currently the policy lays out guidelines for when staff should look into a request and it lays out what should be done in a blanket policy. The last couple commission meetings have shown that this policy is difficult to implement. It is great for laying out the criteria for when a request should be looked at but is not as helpful in prescribing the correct site distance for each case.

We would like to discuss three things in this meeting:

- Thresholds for implementing site distance setbacks at driveways
- Ability to consider site distance setbacks in either or both directions when requested
- Staff would use accepted criterion in considering the correct site distance setback on a case by case basis



MEMORANDUM

October 17, 2012

**TO:** Public Works Commission  
**FROM:** Joel Fleming JF  
**RE:** North Winooski at Riverside Avenue parking changes

---

In September of 2012 the Department of Public Works Commission asked staff to further look into the request for parking changes around the Community Health Center at 617 Riverside Avenue. Since the meeting staff has contacted Planning and Zoning again to get their parking requirements for the health center. Staff did not receive the information until the week of 10/08/2012 and did not have enough time to process the information before this commission meeting. Staff is currently conducting a license plate survey on both sides of North Winooski Avenue from Riverside Avenue to the driveway of 321 North Winooski Avenue. Staff hopes this survey will confirm or negate the idea that the Community Health Center employees are parking on the street instead of using their garage. The commission had mentioned putting parking meters up around this location so staff has started looking into the viability of putting meters in. The department must;

- Determine whether or not parking meters would improve the existing parking situation given the new information gathered from the license plate survey
- Determine if the added expense of installing meters is warranted or is fiscally sound
- Determine whether or not the police are prepared to enforce the proposed parking meter installation

I am the only staff member assigned to review traffic requests. Given the budget constraints of the Church Street Earmark projects I was assigned to be the resident engineer on the Pearl Street Improvements Construction Project. The bulk of the work for the Pearl Street Construction project is complete and to a lesser degree I will no longer be needed in the field. My focus will be shifting to reviewing traffic request and will be in a better position to react to the riggers and duties of reviewing traffic requests.

As staff, I plan presenting a recommendations for this particular item to the November DPW Commission meeting.



**CITY OF BURLINGTON  
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street  
Post Office Box 849  
Burlington, VT 05402-0849  
802.863.9094 VOX  
802.863.0466 FAX  
802.863.0450 TTY

---

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

**MEMO: DPW COMMISSION  
FROM: STEVE GOODKIND  
10/11/12  
RE: PLAN BVT**

As a follow up to your last meeting, I am attaching to this memo a copy of the sections of Plan BTV that contain policy suggestions that relate most directly to DPW. Some of these suggestions have "tags" associating them with DPW, some appear to suggest that departments other than DPW should be involved in policy development and some don't identify any department association. I have taken the liberty to circle all the areas where I believe there would be DPW involvement either through policies/regulations that are currently in effect or ones that might need to be modified or developed in order to foster the implementation of Plan BVT.

I suggest that we have a general discussion about some or all of these areas at the commission meeting as a first step for determining which one(s) the department will focus on first. This will allow staff to prepare additional background information for future meetings.

An Equal Opportunity Employer

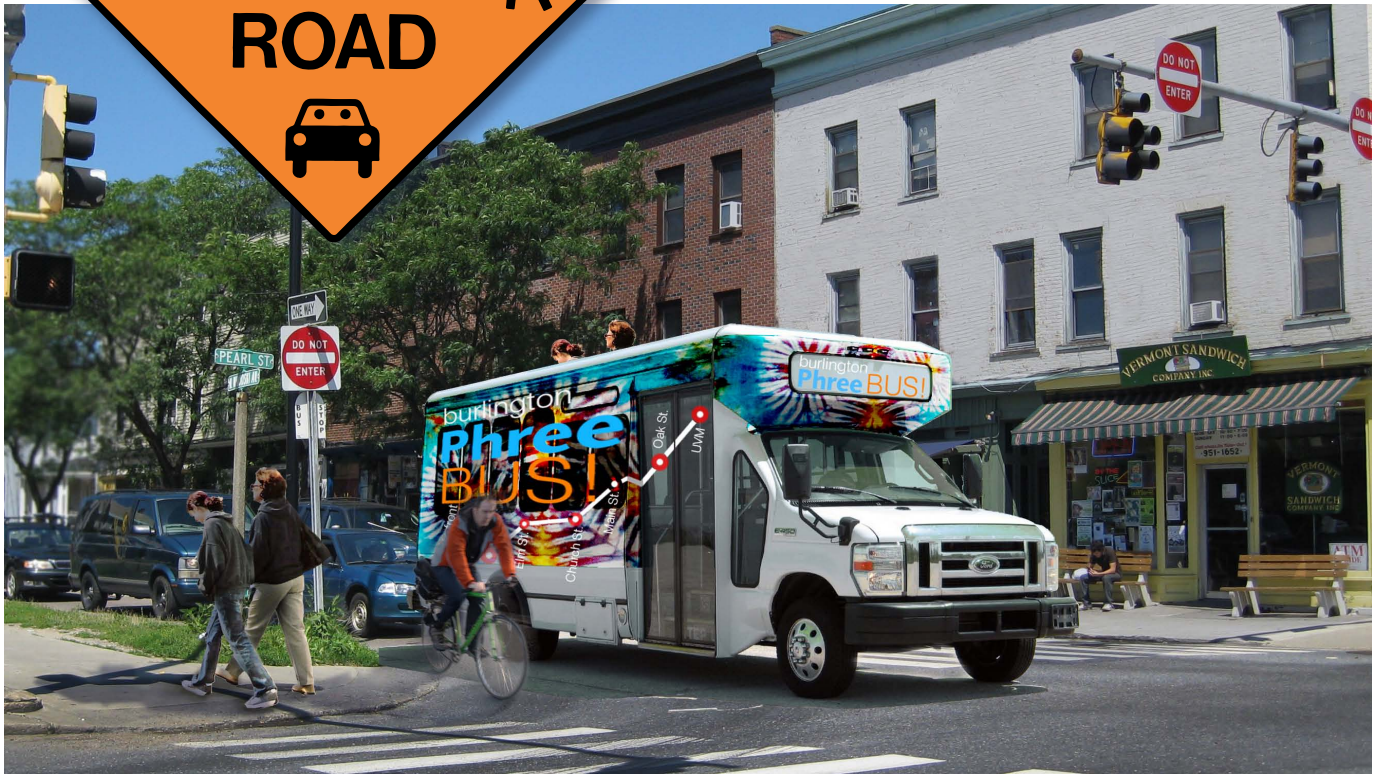
*This material is available in alternative formats for persons with disabilities. To request an accommodation, please call 802.863.9094 (voice) or 802.863.0450 (TTY).*



# GETTING AROUND TOWN

a complete street solution

Before the advent of the car, people *needed* to live in urban areas. Now people *want* to be in urban areas so they can choose to *not* use a car.



## Complete streets are streets for everyone.

Complete streets are designed and operated to enable safe access for all users. Pedestrians, bicyclists, motorists, and transit riders of all ages and abilities must be able to safely move along and across a complete street. Complete streets make it easy to cross the street, walk to shops, and bicycle to work. They allow buses to run on time and make it safe for people to walk to and from train stations.

— National Complete Streets Coalition

## MORE THAN JUST THE RIGHT OF WAY

Unlike many other complete street initiatives, Burlington emphasizes the number one factor that makes people want to walk, ride bikes, or spend time in areas served by transit. This is the character of the place created by excellent urbanism. The streetscape created by the private realm is as important as any of the elements or provisions found in a conventional complete street packages.

# COMPLETE STREETS

Because complete streets contemplate the context through which the thoroughfare passes, all streets in the city should be complete streets. Because of space constraints, some streets have a higher priority for certain modes of transportation than others, but they all can have the elements of complete streets.



Create Private Realm



Sidewalks



Small Curb Radii



Pedestrian Refuge



Crosswalks



Vehicle Lanes



Bike Lanes



On-Street Parking



Transit Shelters



Street Furniture



Street Lighting



Street Trees



Planting Strips



For more information about complete streets see the City of Burlington Transportation Plan (Street Design Guidelines).

# TRANSIT TIES IT ALL TOGETHER

## DOWNTOWN TRANSIT CENTER:

The number one obstacle and opportunity facing expanding public transit in the region is the lack of a high-quality downtown transit center. CCTA has identified a preferred location for the creation of a new “transit mall” that will significantly improve existing service and is critical to facilitating much-needed expansion.

## GETTING THERE FROM HERE:

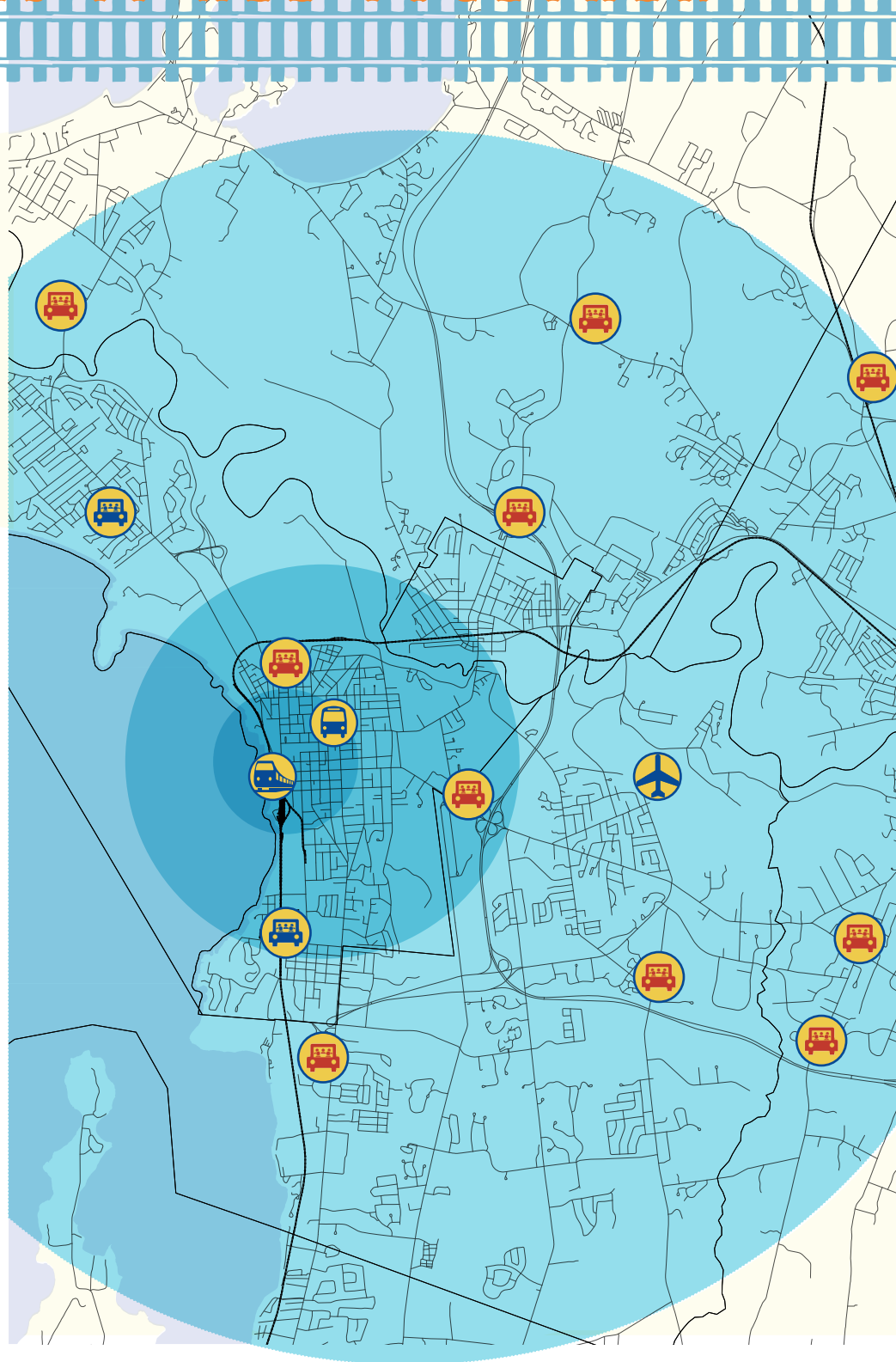
Our expanding regional transit system is connecting more people from more places every day. From inner-city loops to inter-city commuters, the needs of a growing group of riders is making public transit a part of their daily lives. Building new connections to other communities, major employment centers, and commuter lots with higher frequency transit is key to our future success.

## HOW LONG ‘TILL THE NEXT BUS?

They say “ignorance is bliss” but not so much when you are trying to catch a bus. Riders need up-to-date information about bus routes and schedules preferably available in a clean and bright shelter or better yet on a smart phone.

## PLANES, TRAINS AND TRANSIT:

From an Amtrak Station on the waterfront with service to New York and Montreal, to an international airport just outside of town, you can go as far as your imagination (and pocketbook) can take you! Regular and frequent transit service connecting the two makes living, working or visiting Burlington car-free a breeze.



## LEGEND



Train Station



Existing Commuter Lots



Parkers walk to destination



Multi-Modal Station



Proposed Commuter Lots



Parking Lots served by high frequency shuttles



Airport



Park & Ride Lots served by commuter bus service



# PEDESTRIANS ARE KING

Every trip we make begins and ends as a pedestrian – whether we drive, ride our bike or take the bus. Urban places have always been built for and around the needs of people on foot. The “Timeless Principles” discussed earlier highlight the essential elements needed to make a place “walkable” - things like destinations and distance, density and design. While Burlington has a well-earned reputation a place where pedestrians are celebrated, there are still a number of improvements needed to expand the vibrancy and walkability beyond the Church Street Marketplace and making connections to the waterfront.



## Enjoy the journey:

While destinations are important to build connections between places, pedestrians need to enjoy the ride along the way. This means having interesting things to look at and experience all along the way. Otherwise the destination feels too remote and they may be more inclined to drive or worse...not go at all. Interesting architecture, shade trees, eclectic street furniture, and infill buildings that provide outdoor cafés and active storefronts all contribute to engaging the pedestrian all along the journey.

## A place to walk:

Narrow streets, and by extension narrow sidewalks, are characteristic of older New England downtowns. While we can't make more land to give everyone a little more elbow room, we can make better use of the space that we have. With very few exceptions, space devoted to “green belt” (ok, so it's really a “brown belt”) should be reclaimed as sidewalk as part of a “Green Street” and by extending the suite of streetscape design elements recently installed on lower Church and St. Paul streets. This way we are managing our stormwater, giving pedestrians more room, and enhancing their experience all at the same time!

## Crossing to the Other Side:

Street crossing can be major obstacles for pedestrians: Can I make it in time? Do the drivers know I'm here? Raised intersections, painted or textured crosswalks, bump-outs, pedestrian-phased signals, median refuges are all tools that help to make pedestrian crossings safer and more inviting to use.



pedestrian is king...

# MAKE THE BIKE QUEEN

Burlington has already done a lot to improve the bikeability of the City. Improving existing infrastructure and adding additional bicycle facilities will make biking an even more attractive and viable mode of transportation in the City.

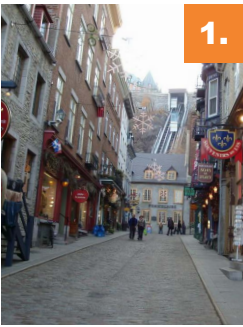
## more of THIS



1.

### 1. functional bike parking

Cyclists must have safe and convenient places to store their bicycles at a trip's end. One of the most user-friendly designs is the "u-shaped" bicycle rack, though locally-made options that maintain a high level of function should be encouraged. Racks should continue to be placed around the city, both outside as well as in parking garages.



1.

### 2. end-of-trip facilities

Easily identifiable bike shops, repair stations, cafes, and other businesses that cater to the needs of hungry and thirsty bikers will do much to build the City's reputation as a bike-friendly destination. Burlington already has some incredible end of trip facilities, most notably, Magliano, with its cool bike art and showers. These kinds of highly functional end-of-trip facilities, combined with incentivized programs and other "soft" improvements, will continue to build on Burlington's bikeability.



2.

### 3. car parking to bike parking

An easy and inexpensive way to accommodate a large amount of bike parking without cluttering the sidewalk is to convert more parallel vehicular parking spots around downtown into spaces for bike parking. The City will need to carefully select locations where the loss of a valuable vehicular space is justified by high use from cyclists, to maintain support among retailers and positive momentum for the program. Racks should be locally-designed when feasible, while maintaining a high level of function for users.



2.



3.



3.



## PLUS some of this

### 4. secure bike storage

There is currently not enough permanent secure bike storage in Burlington. A public / private partnership could be created between local non-profits and the City to fund and install secure, covered bike storage in proximity to the multi-modal center for commuters who come into downtown via transit. Permanent, secure bike storage should also be available at the waterfront for those who access the City via the bike trail and for use during events. Secure storage could be something as simple as a covered bike locker or a more elaborate bike station that includes a repair station, showers, lockers, changing rooms, rentals, and even cafe space.

### 5. bikeways

There are a variety of bikeway types that accommodate users with different experience levels, including trails, bike lanes, sharrows, and riding in traffic. A cycle track is another bikeway type that is gaining popularity in the U.S. as more information becomes available about the increased safety and comfort they provide for the recreational cyclist, including kids and the elderly. See the following pages for more information on bikeway options for urban streets.



### 6. bike share

Creating a “Bikeshare Burlington” smart bike program would further encourage the use of bikes by locating short term rental (or in some cases free) bikes in docking stations around the city. The most common locations for the bike kiosks are in long-term parking lots, parking garages, in parking spaces, and carved out of the edges of public parks. For small cities, there must be a critical number of people who will use the bikes and a significant expenditure of resources to construct and roll out the bike kiosks as part of a large-scale launch. With UVM and a bikeshare company as a key partners, this program could see wide success in Burlington, helping to make biking a more dominant form of transportation where more people feel safe riding.





# BIKEWAYS

for the  
novice biker

## CYCLE TRACK

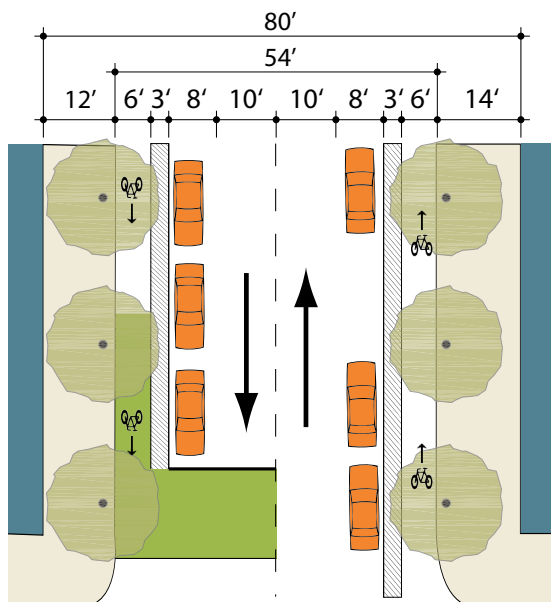
A cycle track is reserved for bicycle travel and is protected from moving traffic by a physical barrier such as pavement markings or coloring, bollards, curbs/medians or a combination of these elements.

Burlington should revisit its 2002 city-wide bicycle plan and continue to retrofit urban streets to more safely accommodate bicycle travel. In addition to the bike lanes currently contemplated, the plan should be updated to reflect what's been learned in the past 10 years. A more customized and nuanced approach that includes a greater diversity of bikeway types, including the cycle tracks, sharrows, and other locally-calibrated infrastructure, will ensure that the appropriate treatment is used on each street within the network, enabling users of different abilities to enjoy a safe and direct route to their destinations. Making cycling as convenient, safe, and enjoyable as possible for the greatest number of people will position the City to minimize reliance on the car and move toward a more sustainable biking future.



A cycle track is an exclusive bicycle facility that combines the user experience of a separated path with the on-street infrastructure of a conventional bike lane. Cycle tracks are separated from vehicle travel lanes, parking lanes and sidewalks with a physical barrier. A buffer strip can also be integrated to protect cyclists from car doors. Cycle tracks can be either one-way or two-way and be on one or both sides of a street. Unlike a more standard bike lane, this design physically protects cyclist from vehicular traffic, which has the benefit of greatly improving the rider comfort. Cycle tracks have been shown to increase the number of cyclists by over 15%, especially among older populations and families who would not normally use an urban bike lane and to decrease accident rates. Because cyclists are not riding directly in view of drivers, intersections must be carefully designed to ensure safe mixing of cyclists and drivers in advance of turning movements.

In addition to bikeways, the City will need to continue to provide high quality bike parking, end-of-trip facilities, and an interesting streetscape.



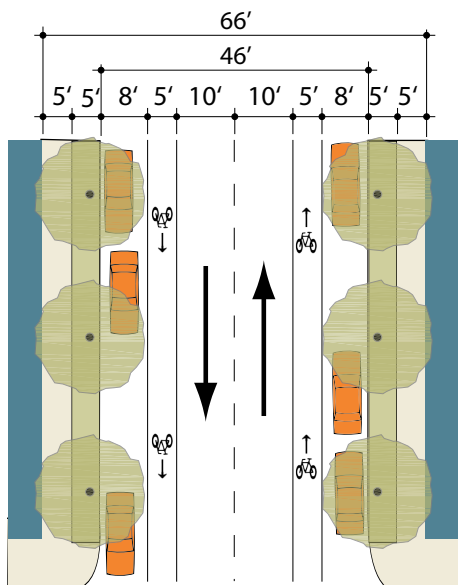
for the confident biker

## BICYCLE LANE

A bike lane is reserved for bicycle travel within a vehicular thoroughfare. The bicycle lane is separated from vehicular travel lanes by a painted line.



A bicycle lane is portion of the roadway that has been dedicated for the exclusive use of bicycles. Bike lanes are typically located between the parking lane and the travel lane, moving in the same direction as vehicular traffic. They can be either one-way or two-way and be on one or both sides of a street. Studies have shown that a simple white line is effective in channelizing both motorists and bicyclists. Existing streets with more than 44 feet of pavement width can be re-stripped to include bike lanes.



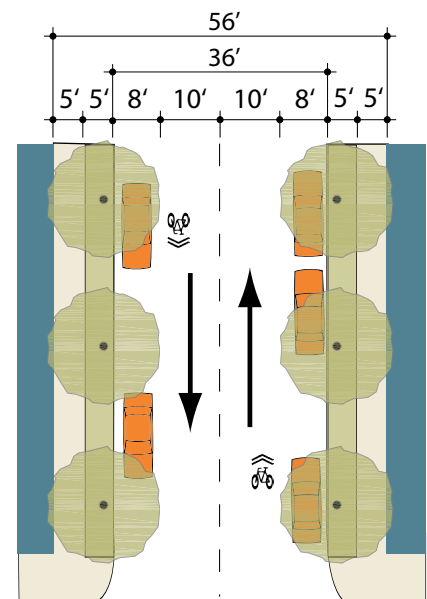
for the experienced biker

## SHARROW

A sharrow is a pavement marking applied to a thoroughfare too narrow to accommodate a bicycle lane or cycle track, or on thoroughfares with slow vehicular target speeds.



A sharrow refers to the condition where cars and cyclists share the travel lane. Sharrows are typically marked by a bicycle symbol with chevron, making it clear to drivers that the travel lanes is a shared space. Unlike a bike lane, a sharrow does not require additional lane width, which keeps vehicular speeds in check. Sharrows are a good solution for streets that are too narrow for conventional bike lanes or cycle tracks. They also have the benefit of being relatively inexpensive to install.





# PARK IT! Burlington

## COMPREHENSIVE PARKING INNOVATION PROGRAM

The Comprehensive Parking Innovation Program is based on the SIX key themes of demand, location, time, pricing, user experience, and supply. This strategy brings to bear parking know how based on timeless principles of human behavior to the latest in cutting-edge technological advancements.

- DEMAND 1
- LOCATION 2
- TIME 3
- PRICING 4
- USER EXPERIENCE 5
- SUPPLY 6



The **Park It!** Smart Phone app shows the real-time location of parking and its current price, and allows payments to be made directly from the app.




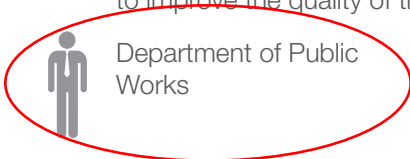
# DEMAND

**Building more parking is extremely costly and can take many years to see results. Therefore, managing the parking resources that we already have more efficiently must be the 1st priority to mitigate and or reduce demand.**

## Improve other modes



Currently, being car-free in downtown Burlington requires a level of sacrifice, creativity and determination that can stifle even the most planet-loving citizens. In order to facilitate a lifestyle choice that reduces the need for parking and makes it affordable for more people to live downtown, all other modes of transportation should be improved. This includes better sidewalks, enhanced street connectivity, safer bike routes, and transit that is clean, more frequent, and makes it easy to transport a bicycle.



 Continue to implement the Complete Streets Design Guidelines adopted as part of the 2011 Transportation Plan. Work closely with CCTA to expand their service and construct new downtown transit center. Work with Local Motion and the Burlington Walk Bike Council to improve the quality of the experience.



## Eliminate parking requirements


The cost of land in Burlington's downtown and waterfront is very high, so each parking space required for new development adds a cost that ultimately must be borne by future residents and tenants. By eliminating parking requirements in the zoning ordinance, each new development can determine exactly how much parking is needed without wasting land and resources on parking spaces that will not be utilized. By reducing the amount of land dedicated to parking spaces and encouraging redevelopment of existing parking lots, Burlington can make more efficient use of precious urban land for more interesting and fun activities than car storage.

 Update the zoning regulations to eliminate the parking required with new development.  Planning & Zoning Department

 Work closely with developers to find innovative ways to manage their parking needs.  CEDO

## Focus on downtown housing


Reducing demand for parking begins with encouraging compact mixed use development that makes it possible for people to live close enough to work that they can commute by transit, foot or bike. When people can live within walking distance of work, services and entertainment, households can forego car ownership or participate in a car sharing program. To facilitate this goal, the master plan includes numerous recommendations and opportunities to create additional housing in the downtown and waterfront.

 Develop zoning regulations that emphasize encourage and facilitate the building of more diverse housing downtown, while reducing any existing barriers.



## Promote choices for employees

Burlington is fortunate to already have a host of commuting alternatives. One of the biggest challenges, however, is a lack of clear and easy to find information about the choices and how to access them. The Campus Area Transportation Management Association (CATMA), which serves 10,500 employees at the hill institutions, is an example of an organization that is successfully sharing information about commuting choices and providing strong incentives, including unlimited transit access, bike/walk rewards, and emergency rides home. Burlington's downtown and waterfront employers could greatly benefit from a similar program that serves the needs of their employees while reducing parking demand.

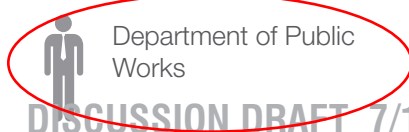
 Partner with downtown and waterfront employers to create an educational and incentive program for employees.



## Create great places

The more inviting and interesting the public realm, the more likely people are to walk instead of drive. Through the use of exceptional urban design and complete street standards, Burlington can make streets more safe and beautiful, and get more people out of their cars and on foot.

 Continue to implement the Complete Streets Design Guidelines adopted as part of the 2011 Transportation Plan.





# LOCATION

**Even if demand reduction measures are successful, the automobile will still be the primary mode of travel through the downtown for the foreseeable future. Therefore, it is necessary to manage the parking that does take place. Strategies that focus on where people are parking should be implemented. All efforts should be made to reallocate and better balance demand away from the areas that are currently over-parked into areas with excess parking supply.**

## Parking on residential streets

Commuters are typically parking at times when residents are at work. There is an opportunity for the City to re-define the residential parking system to limit the total number of permits issued to residents and to make those permits good for evening and night hours. With a time-sensitive permit system like this, commuters and shoppers can park on residential streets.

## Shared parking

Shared parking allows nearby property owners to share a common parking facility, rather than maintaining two separate facilities. This also allows for more efficient parking lot design for adjoining lots and makes better use of the aggregate spaces that are available. Since uses that share the spaces may have peak parking demands that differ by time of day, fewer total parking spaces are typically needed. Shared parking also has the advantage of improving development feasibility, helps increase densities, and promotes mixed-use and pedestrian activity.



Creation of a public-private partnership to facilitate sharing between private and public parking spaces to maximize efficiency.

## Remote lots & garages with shuttles

With remote lots, users can park outside of the city and take a quick shuttle or bus downtown. Burlington is currently looking into the feasibility of an intermodal transit and parking facility at Exit 14 in South Burlington and a South End Transit Center, adding to the menu of choices available to commuters. The monthly price to the commuter, including the bus ride, would be much cheaper than monthly parking rates downtown, encouraging at least some commuters not to drive all the way in.



Implement the regional park and ride plan, south end transit center and exit 14 intercept lot study.



Department of Public Works, in conjunction with Chittenden County Regional Planning Commission



# TIME

**The duration of a car's stay is a key element in the success of a parking strategy. Time limits are put in place to regulate the turnover of spaces in the system. In some cases a faster turnover is desirable and in other contexts all day parking is appropriate.**

## Tiered time limit regime

In order to maximize the use of available off-street parking spaces, a tiered time limit system should be created that shares parking between user groups with different demand times. For example, parking spaces in surface lots or parking garages could be utilized by office users with a 10-hour time limit to make these spaces available for patrons of restaurants and bars that would arrive at the end of a work day. The system would need to be carefully customized to balance the specific user groups that exist in proximity within downtown Burlington.



Create a public-private partnership to provide parking brokerage services and facilitating sharing of parking facilities among downtown businesses.



Program smart parking meters to allow for 15 minutes of free parking in high demand locations.



Department of Public Works



# USER EXPERIENCE

In order make parking options, such as surface lots and garages, more appealing options, it is necessary to change the user’s perception of them. If they are poorly designed, hard to find and navigate, and difficult to walk to and from once you have parked, people won’t use them.

## Smart Technology

Real-time space availability sensors, networked meters, and other technological advancements in parking management make the user experience more enjoyable, reduce traffic, increase business and parking revenues, simplify the process of adjusting prices, and can maintain data about ongoing utilization. Smart parking meters that accept credit cards or cell phone payment should be deployed throughout the Downtown and Waterfront. Advancements in meter technology such as solar power and smart networking should be strongly considered. Pay-by-Space meters should be considered for surface lots and parking garages, offering an advantage over Pay-and-Display parking in that the consumer does not have to walk back to their vehicle to display a permit on their dashboard. Pay-by-Space is ideal for large lots where a limited number of meters can be placed at strategic locations. The city could also consider advanced wayfinding that links smart networking with a Parking App for smart phones and tablets that shows the real-time location of parking and its current price, as well as allowing payments directly from the app. This app could be integrated with the Park It Burlington! web page. The Smart Technology should begin with on-street smart meters at high occupancy locations near Church Street and to the waterfront. Surface lots should then be fitted with Pay-and-Display starting with lots adjacent to Main Street, the Library, YMCA, Waterfront Park, Browns Ct, the Fishing Pier, Moran Center, and Elmwood.

Mr. T in DG



## Wayfinding package

Parking wayfinding signage is already in the works in an effort to create a consistent, clear, and helpful system that helps people find parking lots and garages. In addition, the wayfinding signage will indicate when a parking garage is full and direct drivers to nearby garages. In addition to the more format wayfinding signage, additional complementary signage could be created by local artists using forms such as classic mural, painted wall signs, or other context appropriate applications.



Complement the wayfinding signage with an illustrative plan that shows the location of all parking lots and garages in the Downtown and Waterfront and the pedestrian connectivity from them to other key locations in the City.



Install smart parking meters, starting with area around Church Street



Department of Public Works



Update the zoning regulations to provide for and design guidance.



Planning & Zoning Department



# PRICING

The price of parking goes hand in hand with time limits and should respond to supply and demand market forces. Parking prices should be created with the intent of reducing occupancy in high demand areas and to increase the desirability of off-street parking.

## Price-Based Regulation

Industry standard says that an optimal parking occupancy rate is 85%. According to the Phase 1 Parking Study, there aren't any zones within downtown Burlington that have an occupancy rate higher than 77%, whether on-street, surface lots, or parking garages. While Burlington currently has a surplus of parking, as the master plan is implemented and demand for parking increases, parking occupancy should continue to be monitored on a regular basis to identify areas where there may be a need for price-based regulations of on-street spaces in order to achieve the optimal occupancy rate. The following strategies can be deployed independently or as part of a more elaborate pricing system.

**Geographical Pricing:** The development of a successful on-street parking management system relies upon the development of a coordinated and comprehensive parking management system that prioritizes parking spaces based on convenience and proximity to popular destinations. Just like any business sells their most desirable goods and services at a premium price, the most convenient and prized parking spots—usually on-street parking near popular destinations—should be priced in the same way.



Install smart parking meters in areas where parking occupancy exceeds 85%.



CEDO

## Unbundle parking from building and housing prices

Parking is typically included in residential purchases and rentals, so residents often don't realize the true cost of using valuable land for parking (\$30,000 to \$40,000 to develop each space in downtown Burlington). Simply revealing the true cost of parking is one of the most effective means of reducing overall parking demand, since many residents will opt to give up their vehicle and use transit over paying extra for a parking space. With unbundled parking, residents buy or rent each parking space separately from the residential unit, helping to reveal the cost of storing each car. By eliminating parking requirements in the zoning ordinance, parking becomes a supply and demand commodity, and developers or land owners are free to build as many or as few parking spaces they believe consumers will rent or buy.



Should the City continue to have parking requirements, the zoning can include incentives for developers to unbundle parking in exchange for substantial reductions in the parking requirements.



Planning & Zoning Department

When determining the market rate for an on-street parking space, prices should be set so that, at any given time, only 6 or 7 spaces out of every 8 spaces are occupied on a given block. If all of the spaces on that block stay occupied, the price is too low. The highest hourly rates should be assigned to areas around Church Street, Main Street, City Hall, and the South End, with progressively lower rates as the distance from these areas increases.

**Time of Day Pricing:** A variable pricing strategy can also be employed that varies prices based on time of day, with higher at peak times for parking demand. By using real-time space availability sensors for both on- and off-street parking, as well as networked meters, demand can be determined immediately, with automatic price adjustments showing on meters across the system.

**Length of Stay Pricing:** Price can also be based on the duration of a visit so that each successive hour is more expensive than the last. By charging a higher hourly meter rate for each additional hour, short-term parking is encouraged and turnover increases, while providing flexibility and convenience to users. Typically this strategy has no time limit set - it simply relies on the escalating cost as an incentive for turnover, making it ideal for retail streets, where parking turnover equals sales.



The City of Burlington has developed a comprehensive wayfinding program to help visitors find their way to popular destinations and to available parking.



# SUPPLY

We already know that there is a surplus of parking that should be filled before new parking infrastructure is constructed. Finding inefficiencies in lots and on-street facilities can optimize existing supply. Building additional parking facilities will be the last step for Burlington to grow in a smart and efficient way.

## Existing parking area optimization

To optimize the existing areas dedicated to parking, both on- and off-street, without increasing the land area dedicated to this use, parking should be closely examined for inefficiencies and redesigned and restriped accordingly. On street parking layout and striping should be evaluated and any additional room for new spaces should be captured, ensuring no net loss of on-street parking.



Create a public-private partnership to work with landowners to maximize efficiency of parking areas, including City-owned on-street spaces.



CEDO  
Church Street Marketplace

## Build new parking facilities

Given the current parking surplus, building new parking facilities in Burlington is a last resort. Nonetheless, when the current surplus is fully and efficiently utilized, building new parking facilities may be necessary. Additionally, in areas where new development is anticipated to occur, it may make sense to build parking facilities to accommodate a future increase in demand and to replace surface parking lost to redevelopment. The master plan illustrates where new garages could be located now and as development occurs (see the Connectivity section, Page 79). In all cases, these new facilities should be wrapped with mixed-use buildings to screen the parking decks and activate the street. Garages should incorporate smart-parking technologies to maximize their efficiency and ease of use and should also accommodate space for motorcycles and scooters, which consume less space.



Identify priority locations and funding for new parking garages.



CEDO  
Planning & Zoning Department



Create a public-private partnership to provide parking brokerage services and facilitating sharing of parking facilities among downtown businesses and provide other parking and transportation management services.



CEDO  
Church Street Marketplace

## Comprehensive parking management, including private parking lots

There is an abundance of private parking lots that sit underutilized yet are not available to the public. A comprehensive approach to parking management could open up some of these private spaces to the public, generating revenues for the property owners. A “parking broker” could manage available spaces on behalf of private owners, matching available spaces with new and expanding businesses, coordinating around special events, and possibly even opening up spaces during posted hours to the general public. There is a real and immediate opportunity for a public/private partnership, possibly working in partnership with the expanded Business Improvement District who could play a key role in the overall management of downtown parking facilities.



# CONNECTIVITY

## Making Connections



When looking at historic photos of Burlington when it had a bustling port, it is easy to imagine people walking up and down the hill between their homes and their jobs on the waterfront. One of the goals of the planBTV project is to activate the waterfront and improve the connections between the downtown and the water, bringing back the once active foot traffic. In addition to making the waterfront a true destination, the most important and also the most challenging step is to make the east / west streets more interesting to encourage pedestrians and cyclists to make the journey

up and down the hill. Currently, along Main, College, Cherry, and Pearl Streets, the primary connectors, there are gaps in the urban fabric and streetscape where buildings used to stand. These gaps need to be repaired and infilled with new pedestrian-scale buildings that address the street with active first floor uses that are open to the public. Other smaller efforts might include visual cues, like flags representing the countries of immigrant populations, beautiful flow through planters that are part of the Green Machine system, and commissioned public art at each intersection.

### Alley Walk

Burlington has several contiguous blocks moving from east to west through downtown towards the Lake. There are a few restaurants and business tucked away in these intimate spaces, most notably along Lawson's Lane. This fledgling "Alley-Walk" should be emphasized and measures that support creating activated alleys should be undertaken, such as adding additional storefronts that face the space, outdoor dining and interesting lighting to make these intimate outdoor rooms feel safe and inviting. This Alley Walk could become a distinguishing feature within the city.

### Downslope Connections

For true connectivity from downtown to the waterfront to occur there must be opportunities to traverse the slope that separates these two areas of the City. More elaborate and costly methods of conquering the slope, such as funiculars and escalators, have been discussed for years. It is time to finally determine the cost of these devices and decide if this is a viable option for Burlington. No matter what, a series of staircases should be constructed immediately. In the future, when the time is right, one of these can be converted in to a mechanized alternative.

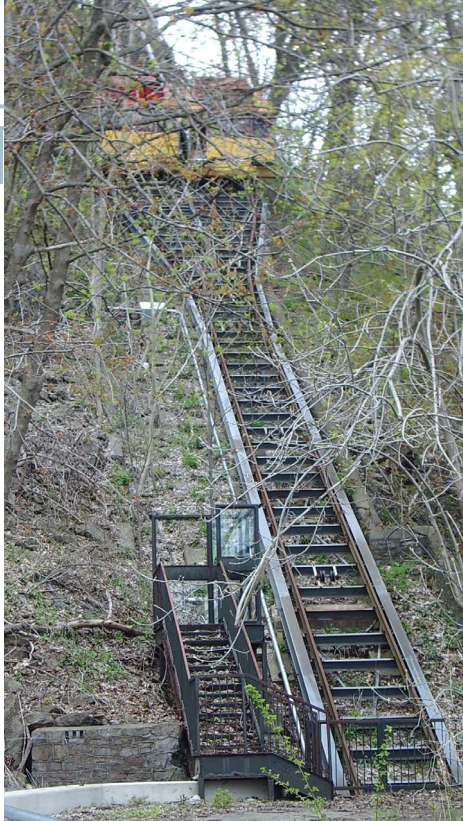
### RULES TO LIVE BY:

#### RESTORE CONNECTIONS

The City should avoid the loss of street network at all costs. A road cut takes at least a generation to correct. An effort should be made to restore street connections wherever possible, including the clipped sections of Pine Street and St. Paul Street.

#### AVOID ONE WAY STREETS

Return all one-way streets to two-way streets and avoid use of one-way streets wherever possible, especially along the waterfront where access is limited by topography. South Winooski Avenue and Union Street should be re-thought as two-ways streets, with slower vehicular speeds and safer pedestrian and bicycle use.



DISCUSSION DRAFT 7/12/12





## A Place for Shared Streets

The waterfront needs to be as permeable as possible, with simple, slow-moving two-way streets that are intuitive and easy to navigate for all modes. Currently the only thoroughfare along the waterfront is Lake Street, which due to its lack of connectivity, acts essentially as a cul-de-sac. This causes traffic congestion particularly during events. It is important to create multiple vehicular connections to and through the waterfront to take the pressure off of the Lake and College Street intersection. One important connection point is at Depot Street, which has been reimagined as a multi-modal shared street that is primarily intended for pedestrians and cyclists, but also serves slow moving vehicular traffic.

Like Depot Street, Lake Street and College and Main Street, east of Battery Street, are all planned as shared streets, where pedestrians and cyclists have legal priority over motorists. In addition, a new shared street has been shown that runs north south on the lake side of the train tracks from College Street to Maple Street.

Shared streets are used all over the world with great results. A 1999 study showed that the Netherlands had more than 6,000 of these street types. Since then the U.S. has built or planned several, such as Downtown Crossing in Boston and Union Square in Somerville, Ma.

With shared streets at the waterfront, not only will pedestrians and cyclists have legal priority over cars, which can only travel at walking speeds, but the design reinforces and makes this clear.

## Expanding North / South Bike Connections

Currently, the only north / south bike routes within the downtown core are by way of Battery Street and South Winooski Street. Battery Street is geared toward the experienced cyclist who is comfortable riding in traffic on higher speed city streets. South Winooski has bike lanes north of Pearl and south of Main, but the downtown portion dumps cyclists into heavy traffic. With Church Street closed to bicycle traffic and the urban renewal area cutting off the remaining north / south roads, there are no other downtown options for the less experienced cyclist. The master plan proposes addressing this issue by carefully modifying the mall to allow Pine Street and St. Paul Street to once again connect through. Ideally these repaired connections would be designed as complete streets, with parallel parking and vehicular traffic. Opening these streets to traffic will relieve traffic pressure from Battery Street and South Winooski Avenue, which, due to these past compromises to the historic grid, are carrying more than their share of traffic causing these roads to reflect their higher volume designs and higher speed traffic. Should a complete street retrofit not be an option, having a pedestrian and bicycle connection through the mall would be a welcome improvement to the multi-modal transportation system. In addition to restoring these additional connections, South Winooski should be redesigned to provide a continuous and safe cycling route that considers options for restoring two-way vehicular traffic flow. And Battery Street should also be retrofitted to accommodate bicycles.




For more information on ideas related to connectivity between the downtown and the waterfront, see the planBTV September 10, 2011 Workshop Report.

# CONNECTIVITY MAP

The Master Plan transit network is designed to enhance walkability and bikeability within downtown and promote connectivity between Burlington's core and the Lake Champlain waterfront. This is achieved through increased network connectivity, streetscape improvements and by strategically locating a periphery network of parking structures to encourage people to "park once" and walk to multiple destinations within the core and along the waterfront.



## LEGEND

- █ Primary on-street pedestrian & bicycle connections
- █ Shared streets
- █ Primary off-street pedestrian & bicycle connections
- █ Potential pedestrian, bicycle, or vehicular connections
- █ Alley Walk
- █ Linear distance of Church St. = 0.3 miles. Same distance as the walk from Church Street to the waterfront.
-  Proposed Secure Bike Parking
-  Proposed parking structures
-  Existing parking structures
-  Train station
-  Multi-modal station

**BURLINGTON PUBLIC WORKS COMMISSION**  
**645 Pine Street**  
**Minutes – September 19, 2012**  
**(DVD of meeting on file at DPW)**

**COMMISSIONERS PRESENT:** Bob Alberry, Matt Conger (Secretary), Asa Hopkins, Nathan Lavery (Chair), Mark Porter (Vice Chair) and Kevin Worden  
**ABSENT:** Solveig Overby

Commissioner Lavery called the meeting to order at 6:33p.m.

**ITEM 1 – AGENDA:** No changes.

**ITEM 2 - PUBLIC FORUM:** No one came forward.

**ITEM 3 - AUTHORITY OF COMMISSION** (Gene Bergman, Sr. Asst. City Attorney)

Atty. Bergman’s two handouts gave an overview of the powers and responsibilities of the Commission (Memo of September 12, 2012: “The Powers of the Public Works Commission” and Memo of July 11, 2011: “Guidance for the Conduct of Appeal Hearings”). Atty. Bergman answered commissioners’ questions.

**ITEM 4 – HOWARD STREET 1-HOUR PARKING SPACE REMOVAL**  
(Joel Fleming, Public Works Engineer)

Refer to Commission packet for Mr. Fleming’s Memo dated September 19, 2012: “Howard Street 1 Hour parking space removal.”

DPW staff recommendation: Remove the first space south of the crosswalk in order to meet the Manual on Uniform Traffic Control Devices (MUTCD) standards. **Commissioner Porter moved** to accept staff’s recommendation; Commissioner Worden seconded. Unanimous approval.

**ITEM 5 – SHERMAN STREET POLICE-ONLY PARKING SPACES**  
(Joel Fleming, Public Works Engineer)

Refer to Commission packet for Mr. Fleming’s Memo dated September 19, 2012: “Sherman Street Police only parking spaces.”

DPW staff recommendation: Adding two parking spaces at the west end of Sherman Street adjacent to the police station and designating them “police only” parking. This area currently has a “no parking” restriction. **Commissioner Alberry moved** to accept staff’s recommendation; Commissioner Porter seconded. Discussion: Parking would be for police vehicles, not private vehicles. These spaces would be *added*. Unanimous approval.

## **ITEM 6 – NORTH WINOOSKI AT RIVERSIDE AVENUE PARKING CHANGES**

(Joel Fleming, Public Works Engineer)

Refer to Commission packet for Mr. Fleming’s Memo dated September 19, 2012: “North Winooski at Riverside Avenue parking changes.”

DPW staff recommendation: Adoption of a 15-minute restriction in the first three spaces south of the Riverside Avenue on the north side of North Winooski Avenue.

- Time restrictions on the meters would discourage long-term parking by Community Health Center (CHCB) employees and others who, during the now-completed construction project of CHCB, got used to parking on-street.
- Time restrictions would also free up spaces for short-term business with Sam’s Unfinished Furniture and other area businesses, and patients of CHCB.
- The restrictions could be 8 a.m. – 6 p.m.
- Concern about enforcement, particularly at the Sam’s lot, where there are no meters.
- Providing adequate CHCB employee parking was part of the planning requirement approved by Planning and Zoning.
- Sam’s staff felt that three spaces with time restrictions were adequate but staff is flexible as to the numbers.
- Commissioner Porter suggested telling CHCB staff to decree that employees park on site, and felt that Sam’s should be responsible for enforcing parking in their own lot.

Director Goodkind offered to follow up with Planning and Zoning and talk with CHCB staff.

**Commissioner Porter moved** to table this Item and add to October’s agenda with more definitive parking data about CHCB staff and other long-term on-street parking users. Commissioner Alberry seconded. Discussion: Commissioner Worden expressed concern for Sam’s parking problems in the meantime.

## **ITEM 7 – PARKING PROHIBITION AROUND 33 NORTH AVENUE DRIVEWAY**

(Joel Fleming, Public Works Engineer)

Refer to Commission packet for Mr. Fleming’s Memo dated September 19, 2012: “Parking prohibition around 33 North Avenue Driveway.”

DPW staff recommendation: That the Commission adopts a parking restriction for 50’ north and south of the driveway to 33 North Avenue.

Mr. Fleming found no record of an ordinance restricting parking in front of this building. Using the guideline adopted by the Commission in November 2010 (Prohibiting Parking Around Heavily Used Residential and Commercial Driveways), parking would be restricted 50’ on either side of the driveway. This would eliminate 5 or 6 parking spaces and move the existing Handicap Parking space back 50’ from the driveway.

**Commissioner Alberry moved** to accept staff’s recommendation; Commissioner Worden seconded.

Discussion:

- Director Goodkind recommended not restricting any parking south of the driveway for now.

- Suggestion: That staff use a more scientific approach when presenting their recommendations.
- Suggestion: That staff be united when presenting their recommendations to the Commission (Mr. Fleming’s recommendation is based on the Commission policy, whereas Director Goodkind was making an alternate suggestion.)

**Commissioner Alberry withdrew** his original motion. Commissioner Lavery invited a new motion. **Commissioner Alberry moved** to accept staff’s new recommendation of prohibiting parking 50’ to the north of the driveway and leaving the south side alone. There was no second. Commissioner Porter recommended tabling the Item until the October meeting.

- Concern: Residents would then be forced to wait another 60 days (pending the Commission’s decision and the required 30-day warning of the change).
- Suggestion: Those making the original request are most familiar with the situation; they are requesting parking restrictions to the north of the driveway only.

**Commissioner Worden moved** to accept parking restrictions 50’ north of the driveway. Commissioner Conger seconded.

Commissioner Hopkins supports the motion but requests that staff come back to the Commission’s October meeting with measurements of the current parking situation south of the driveway, for further discussion. Commissioner Lavery also requested that Mr. Fleming look up the ordinance for the existing Handicap Parking space.

Five of the present commissioners are in favor of the motion; one (Commissioner Porter) is opposed.

#### **ITEM 8 – JACKSON TERRACE ENGINEERING STUDY UPDATE**

(Joel Fleming, Public Works Engineer and Director Steven Goodkind)

The additional 50’ parking restriction to the south of the driveway (totalling 100’ to the south) is adequate.

#### **ITEM 9 – PlanBTV**

(Chair Nathan Lavery)

Commissioner Lavery added this Item to the Agenda to give commissioners an opportunity to discuss the plan; input deadline is September 30<sup>th</sup>. He requested that Director Goodkind put together a list of preferences/doable projects for staff and the Commissioners to work on together.

#### **ITEM 10 – PEDESTRIAN CROSSWALK SIGNAL TIMING**

(Director Steven Goodkind)

According to the traffic signal technicians (Dave Garen and Mike Benjamin), 26 out of the 165 crossing signals remain to be brought up to MUTCD standards. These last 26 are time-based and tied to other signals and therefore the most challenging. The technicians continue data analysis to bring these final crossings up to MUTCD standards. Director Goodkind will have another update at the October meeting.

#### **ITEM 11 – DEPARTMENT REORGANIZATION**

(Director Steven Goodkind)

Handed out at meeting: “Department of Public Works Proposed FY13 Organizational Chart, September, 2012.” (One page)

Director Goodkind explained the organizational chart.

- Assistant Director, R.O.W.: Rob Green is the new Assistant Director; Bill Paquette retired.
- Water Distribution Foreman Jim Ritchie retired; no replacement as of this date.
- Two newly *proposed* positions are listed: Stormwater Technician and (additional) Building Inspector.
- When asked where Joel Fleming, Engineer's name was, the Commission was directed to the "Engineering Technician" box.

Director Goodkind will give updates regarding changes to the organizational chart at future meetings.

## **ITEM 12 – CUSTOMER SERVICE UPDATE**

(Director Steven Goodkind)

The current software is outdated. The new program is still undergoing adjustments to meet the needs of the Engineering Department. Scott Duckworth's part is done, and DPW staff is fine-tuning the program to meet their needs. Director Goodkind offered to give monthly updates at the meetings.

Commissioner Porter requested that Director Goodkind return to the October meeting with concise data: number of incidents logged, % of call-backs/responses, and timing of call-backs (24 hours? 72 hours?), even if the work is not completed.

## **ITEM 13 – MINUTES OF 07/11/12 and 09/11/12**

**Minutes of 07/11/12:** Commissioner Porter moved to accept the Minutes; Commissioner Worden seconded. Unanimous approval.

**Minutes of 9/11/12 Planning Meeting:** (See revised Draft of Minutes handed out at meeting)  
Commissioner Porter moved to accept the Minutes; Commissioner Alberry seconded.

## **ITEM 14 – DIRECTOR'S REPORT (Director Goodkind)**

- Update on usage of metered electric car parking space at Church and Main Streets: Burlington Electric Department (BED) was unable to give Director Goodkind a usage reading, probably due to low usage. The 3-hour metered space, designated "Electrical Vehicle Only," is meant for drivers coming into Burlington and needing a charge. Director Goodkind will return to the Commission with an update.
- The Burlington Police Department (BPD) has created two (2) dedicated handicap parking spaces on Main Street during the Saturday Farmers' Market.

## **ITEM 15 – COMMISSIONER COMMUNICATIONS**

Commissioner Hopkins: Tone of *Front Porch Forum* postings re: responsiveness from DPW about driveway end issues around Mansfield Avenue repaving has been positive. Director Goodkind recommends that the public call Customer Service to report issues.

Commissioner Porter:

- Residents in the North Street neighborhood between North Prospect and Mansfield Avenue have met with Nicole Losch about traffic calming, and are pleased so far.
- Concerned about condition of the sidewalk in front of 131 Mansfield Avenue: Really broken up. Director Goodkind said it is on this year's list.
- Asked about the possibility of using the mall parking garage Monday through Friday during working hours, as a shuttle lot for cars using the Park and Ride. People are parking in the Shaw's parking lot on Shelburne Road, crossing over to the Dress Barn parking lot to wait for the bus. Director Goodkind will talk with the Chittenden County Transportation Authority (CCTA) to get their suggestions on Link parking. Commissioner Alberry is in favor of limiting this opportunity to Burlington residents.

Commissioner Lavery: The City Council is expecting in October an update from the Commission, if and how they will proceed with a parking study. Director Goodkind will confirm with the merged NPO/RPO group if DPW is still on their agenda for this year and will e-mail the Commission. Commissioner Lavery would like this added to the October agenda so that the commissioners can form a response as promised to the City Council.

Commissioner Worden:

- Expressed concern about the sidewalk in front of 131 Mansfield Avenue.
- Requested an update on the Main Street mid-block crossing (in front of Edmunds). Director Goodkind said it is in a conceptual design stage; may not be anything concrete design-wise until next year. Director Goodkind directed him to Ms. Nicole Losch for more information.
- September 28<sup>th</sup>: Meeting on quality of life issues in Wards 1 and 2. Met last Thursday with the Mayor.

Commissioner Conger:

Expressed concern about Mansfield Avenue sidewalk and how data is collected on sidewalk conditions, and interested in what kind of software used by DPW. Residents would like more transparency so that the public can see the status of planned work on sidewalks. Ms. Nicole Losch and Ms. Erin Demers are the lead persons on this project.

**ITEM 19 - ADJOURNMENT:** Commissioner Alberry moved to adjourn the meeting at 8:55 p.m.; Commissioner Conger seconded. Unanimous approval.