



CHITTENDEN COUNTY RPC
Communities Planning Together

CCRPC Monthly Report

January 2015 Highlights

Below is a summary of project highlights from last month. There are many other activities that we are taking part in that are not included in this summary. Please contact Charlie Baker (cbaker@ccrpcvt.org) for more information.

REGIONAL PROJECTS

Title VI and Public Participation Plan - Emma reviewed the Chamberlin Neighborhood Project scope and the outreach strategies for the Milton US-7 Corridor Study and provided ideas for soliciting feedback through the PPP lens. Emma and Bryan continued to work with staff on PPP implementation.

ECOS Annual Report - Melanie, Emma and Regina finalized the ECOS Scorecard and ECOS Annual Report and developed an outreach plan. This included targeted outreach to media, municipal officials and staff, legislators, ECOS partners, and the general public.

Community Outreach & Partnerships - Emma prepared the January CCRPC newsletter, which launched on 1/21. The opening rate was 32%, exceeding the newsletter average of 29%. The CCRPC received an "All Stars Award" from Constant Contact for the second year in a row, for success in email marketing. Emma completed the following website updates in January: Policies & Positions webpage overhaul; Milton US-7 Corridor Study; Railyard Enterprise Project; Complete Streets; Act 250 webpage creation; Brownfields webpage overhaul; Finance Committee webpage overhaul; and, Economic Development webpage overhaul; in addition to general website maintenance. Melanie attended 2 meetings on the 2016 UVM Medical Center's Community Health Needs Assessment project. Melanie also prepared a presentation that she and Penrose Jackson will be presenting in March at the American Community Health Improvement Conference. On 1/21 Bryan presented to ENP 300: Place-based Environmental Studies at Champlain College. Bryan and Charlie met with CCTA's new General Manager Karen Walton and Meredith Birkett on 1/27 to discuss Karen's vision for CCTA. Peter reviewed and provided comments on the transportation element of the Hinesburg Town Plan as they prepare for an update. Charlie and Christine prepared a presentation regarding the Circ Alternatives for VTrans to edit in preparation for testimony at House and Senate Transportation Committees on 2/6. Regina provided Lamoille Regional Planning Commission with comments on their draft Regional Plan and attended a meeting online on 1/12. Charlie participated in numerous efforts with our partners including: VAPDA on 1/8, LCRCC/GBIC Legislative Breakfast on 1/12, meeting with legislators and DEC staff regarding TMDL bill on 1/13, UVM-MC Community Benefit Committee on 1/13, Burlington Housing Workshop on 1/14, GBIC Board meeting on 1/14, 1/21 and 1/26, Coordination meeting with Northwest RPC on 1/15, Municipal Managers' lunch on 1/20, VAPDA Government Affairs Committee on 1/21, Housing VT Metric Task Force on 1/27, Opportunities Credit Union Board meeting on 1/27, testified before House Commerce Committee regarding economic development, and DEC Watershed Trading/Markets Advisory Committee on 1/30.

Energy, Climate and Air Quality Planning - Melanie provided the Town of Underhill with comments on the energy section of their Town Plan, including suggestions for enhancing the policies on promoting EV charging infrastructure, State Energy code, and other actions from CCRPC's Municipal Climate Action Guide.

Emergency Management, Hazard Mitigation and Safety - Lee participated in the annual meeting of the regional emergency management planners on 1/22, and also the Emergency Planning and Community Right-to-know Act (EPCRA)/Tier II informational workshop on 1/15. Discussion continues (via a conference call on 1/26) with state officials on ideas for improving systems and structures for integrating regional planners into operations at the State Emergency Operations Center and with Division of Emergency Management and Homeland Security. Dan, Lee and Pam reviewed information from ANR on the protocol for Emergency Protective Measures. Sai coordinated with the City of Burlington regarding potential improvements at VT127 and Plattsburgh Ave. intersection as a part of the Highway Safety Improvement Program.

Regional Bike/Ped Planning - CCRPC staff are refining the scope of work for the update to the Regional Bike/Ped Plan. Peter provided several pieces of information to FHWA's Nelson Hoffman for part of a national effort highlighting Bike/Ped investments.

Transportation Demand Management (TDM) - Bryan attended the Way to Go! kick-off meeting at VEIC on 1/30. This year's event will be two weeks, May 4-15. Local Motion continues working with City of Winooski, Burlington Town Center, VTrans, and BikeLink for electronic bike lockers (they've been ordered and will be installed when the ground is clean and dry). www.LetsShareVT.org officially launched in December - a team of young, adventurous, and socially minded individuals will give CarShare Vermont a try for a few months and share their experiences. CATMA continues to meet with interested businesses throughout the County and recruit Employee Transportation Coordinator network members. CCTA finalized the agreement with Dealer.com for the continuation of the Employee Transit Pass program. CCTA and VTrans are working on fixing the traffic signals with emergency preemption that are being activated by transit emitters. Beginning on 2/9 the 116 Commuter will begin serving the Meadowland Drive Industrial Park off of Rte. 116 in South Burlington. CCTA system-wide ridership is up 1.8% through December. Both the Milton Commuter and the St. Albans LINK continue their strong ridership trends with Milton being up 15% and the St. Albans LINK being up 10%. The Williston and S.B. Circulator routes have been the best performing local routes YTD. As of December, Neighbor Rides (with 28 active volunteers) coordinated 1,046 volunteer trips for the elderly and disabled (E&D) partners, which represents 12% of total E&D trips in FY15. Solar lighting will be installed in 10 additional bus passenger shelters in Burlington, South Burlington, and Winooski by April 2015. The Transit Station has reached the 100% level of design development with construction bids due 3/6.

Training – Melanie organized and hosted a 2.5 hour data workshop/webinar for planners on January 23rd that included speakers from the Vermont State Data Center, Vermont Insights, ECOS, and the U.S. Census Bureau Regional Office. Regina provided Huntington with a "plain English" zoning practice guide from APA for help with their bylaw preparation. Bryan and Emma coordinated the Right of Way Training, co-hosted by CCRPC and VTrans, scheduled for 2/11.

Regional/Shared Services – Lee, Charlie, and Emma coordinated outreach for a "shared services survey." The survey, sent to municipal contacts, yielded 45 responses out of the 120 surveyed. Charlie and Lee participated in two meetings regarding shared services with municipal purchasing officials and with municipal managers.

Geographic Information Systems (GIS) Programming - Pam provided the Town of Bolton with an updated Land Cover map and a Hazards map which includes the ANR River Corridor data. Online mapping

improvements - Updates to the [Shelburne Biz Map](#) and the [Act250 viewer](#) have been made. Data Development & Maintenance - On 1/12, Chris met with Rick Jones in Essex Junction to train them on using GPS to collect hydrant locations. On 1/8, Chris developed a map of current AADT values for Winooski. On 1/14, Pam provided a consultant working with Colchester information on dwelling units and non-residential square footage for certain areas within the town. On 1/27, Pam provided Colchester with a map for an economic development brochure. Various datasets were provided to VTGas and others as requested throughout the month. Pam provided orthophoto maps for 2 public workshops being held in Essex Junction. An updated Milton road map was provided to the Town Manager's office on 1/5. Road maps for Charlotte, Shelburne and Hinesburg were updated and provided to Charlotte Rescue. Final edits to the Shelburne Bike Ped Official map were completed. On 1/26, two versions of the Underhill Hydrologic Features map were provided to the town planner. Chris worked with Bryan to develop sidewalk maps for the Jericho Bike/Ped Master Plan. VT Online Bridge & Culvert Inventory Tool (VOBCIT) - At the beginning of January, Pam emailed an update on VOBCIT, informing users of upcoming changes to the vtculverts website. Pam also set a date for the yearly back-up of the data in vtculverts and the update of the road names.

Stormwater Planning - Dan reviewed bill H.35 with regards to impacts on municipal public works budgets. Dan drafted and delivered testimony to House Committee on Fish, Wildlife and Water Resources on 1/29.

LOCAL PROJECTS

Burlington - North Ave. Corridor Plan - Burlington staff provided final comments in mid-January on the draft report and Eleni will finalize the report in the next few weeks. Eleni and Nicole met on 1/13 to discuss preliminary scope for the North Avenue Pilot Project (4-lane to 3-lane conversion for the North Ave section from VT 127 to Shore Road). Burlington Pearl Street - Battery Street to St. Paul St. - Christine worked with Stantec and Burlington to finalize project concepts to be presented to a stakeholder group on February 4 and at a public meeting on February 11. Christine and Emma worked on an outreach plan for this meeting. Burlington Railyard Enterprise Scoping Study - Eleni worked with the City and RSG to develop new Draft REP Alternatives. Chapin, Bob and Eleni met with VTrans Resource Staff (Historic Preservation and Archeology Officers) on 1/16 to discuss the REP process to-date and visit the study area. Staff from VTrans, FHWA, City, CCRPC and the RSG consultant team met on 1/20 to evaluate the Draft Alternatives based on their impacts to known resources in the study area and the degree to which they meet the revised Purpose & Need. Selection of Phase 2 Alternatives is expected in mid-February. PlanBTV South End - Phase 1: Met with VT Dept. of Environmental Conservation staff on 1/7 to discuss their comments. VHB addressed comments and provided a revised final draft report on 1/23. The Existing Conditions report will be finalized the first week in February prior to the four-day Public Workshop for the Master Plan scheduled for 2/11-2/14. Phase 2: For more information go to: <http://www.burlingtonvt.gov/planBTV/SE>. Burlington TDM Plan - The final TDM Action Plan Advisory Committee meeting is scheduled for February 17. Burlington Residential Parking Study - Peter reviewed the draft report and helped the City and RSG prepare strategy recommendations for consideration by the project Steering Committee for a February meeting. Downtown Parking Initiative - Peter reviewed the consultant's memo on organizational structure for a new Downtown Improvement District that would manage parking.

Charlotte US7/Ferry Rd/Church Hill Rd Scoping Study - Completed. Charlotte Ferry Road - US7 to Milton Sidewalk Scoping Study - The consultant presented draft alternatives and report to the Selectboard on 1/26. Public comments were collected for the final report. Charlotte Park and Ride - Peter sent the site evaluation matrix and recommendations to VTrans for review and comment.

Colchester Lakeshore Drive & Town Services Neighborhood Build-out Analysis & Transportation Circulation Study – Sai, Jason and Melanie continued working on the alternatives analysis, examined regional traffic flows, and a preliminary build-out analysis. Sai, Melanie, and Jason attended a meeting with Colchester Staff to review the results of the alternatives analysis. An additional alternative was added and will be examined.

Hinesburg Village Ctr. Trans/Land Use Stormwater Analysis – VHB has started work.

Jericho Transportation & Bike/Ped Plan - Bryan incorporated edits into the draft final Jericho Transportation Study and Bike/Ped Plan, and coordinated with Chris on mapping needs and memos for the Appendix.

Milton Sidewalk Scoping Study - Toole Design Group will be submitting refined alternatives to the Project Steering Committee in February. US 7 Corridor Plan - Jason, Eleni and Lee attended the Milton Community Dinner on 1/12 and the second public meeting on January 29th and engaged in conversations with attendees to gather their thoughts and feedback on the draft strategies.

Shelburne Transportation & Land Use Implications Analysis in an Expanded Sewer Service Area - The consultant provided the existing conditions report on 1/29. Shelburne Form Based Code - Assisted with a Planning Commission meeting about strategy for, and content of, the draft Form Based Code document.

So. Burlington Trans. Facilities Stormwater Impacts - Consultant work proceeding. So. Burlington Williston Road Area Study - VHB is working on existing and future condition traffic modeling. Results are expected in February. So. Burlington Chamberlin Neighborhood Master Plan - The team of RSG, et al was selected to work on this project. Staff worked with the City and Airport to make sure the scope of work is okay.

Winooski Bylaw Development (Winooski Zoning Ordinance Update Assistance) - Regina prepared the subdivision regulations procedure for the Winooski draft bylaws and attended the PC meetings on 1/15 and 1/29. Winooski Form Based Code - The public hearing draft (second draft) was finalized and Regina and City Staff began advertising and preparing for the 2/11 public draft presentation. Winooski Transportation Master Plan - Eleni worked with RSG to develop a draft scope of work. This was presented to the newly formed Winooski Public Works Commission on 1/8. The Commission's comments were addressed and the final draft scope of work will be presented at their February 12th meeting.

ORGANIZATIONAL

Finance, Budget & Accounting - The FY15 mid-year budget adjustment was prepared and presented to the Executive Committee, which recommended to the full board for approval. The mid-year budget was approved by the board on 1/21.

Personnel Administration - We reviewed the draft Compensation Study with all staff and are gathering comments. 2014 Year End Evaluations were conducted with the rest of the staff. A new organizational chart was developed and reviewed with staff and the Executive Committee. There will be two new positions created: Transportation Program Manager and Planning Program Manager. Internal interviews were conducted for the Planning Program Manager and Regina was promoted to this new position effective 2/2.

UPWP – The FY16 UPWP Committee was appointed by the Board on 1/21, and their first meeting held 1/29. CCRPC staff received and compiled project requests from municipalities, partners and the public in advance of the meeting. More information is available at www.ccrpcvt.org/workplan/.