



CHITTENDEN COUNTY RPC

Communities Planning Together

CCRPC Monthly Report March-April 2015 Highlights

Below is a summary of project highlights from last month. There are 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

Intelligent Transportation Systems (ITS) - The ITS Plan consultant submitted a draft needs and gap assessment report and identified projects. Sai coordinated with the member municipalities in identifying local needs and feedback on the ITS draft architecture.

Stormwater Planning – Dan continued working on first drafts of a Green Infrastructure brochure and a PowerPoint presentation for use by RPCs in future outreach efforts and reviewed with ANR. Dan participated in NE Stormwater Collaborative panel discussion and award presentation for RSEP and CCST on 4/1. Dan and Charlie met with Jim Jutras to discuss potential RSEP-CCST merger and on creation of RPC Water Quality Committee similar to TAC. Stantec worked over the winter and spring to evaluate the potential for stormwater treatment projects in several discrete locations in the City of South Burlington. These sites include: Orchard Neighborhood, Pine Tree Terrace Neighborhood, Spear Street Culvert near Deerfield/Nowland Farms Road, and Bartlett Bay Road culvert. Stantec is finalizing conceptual plans for improvements in each area to address transportation-related stormwater. VHB worked over the winter and spring to evaluate the suitability of several sites in the village area of Hinesburg for potential stormwater treatment. The preferred alternative for evaluation was the parking lot of the Hinesburg Community School adjacent to the Silver Street Bioretention Area (aka, the massive, 3-tiered rain garden).

Emergency Management, Hazard Mitigation and Safety - Lee and Pam participated in a major training exercise at the State Emergency Operations Center, simulating a series of events/incidents at the Vermont Yankee nuclear power plant, complications resulting, and responses thereto. We hired Grant Troester, an UVM Rubenstein school intern, to assist with the update of the All Hazards Mitigation Plan. Dan introduced the AHMP process to CCRPC's PAC, TAC, LEPC, and Board in March and April. Dan reached out to town managers and administrators and to ANR and DEMHS to solicit members of AHMP update committee. Pam developed an [online map](#) depicting the various water protection data layers so that municipalities can see how their current water protection regulations compare with ANR's River Corridor and River Corridor Protection. The map also identifies structures that might be within any of the protection areas. Sai coordinated and provided information to the Town of Milton for participation in the High Risk Rural Roads-2015 program.

Title VI and Public Participation Plan - Emma and Bryan met with Chris Jolly and Tina Lee of FHWA on 3/19 regarding the CCRPC's incorporation of Environmental Justice efforts, and the Public Participation Plan. Bryan attended the April 16 RISPnet (Refugee and Immigrant Service Provider Network) meeting in Burlington. He shared that the CCRPC is interested in participation and fostering relationships with other participating organizations as a way to implement the 2014 Public Participation Plan and become more engaged with diverse communities. Emma performed research and began work on an RFP for consultant services to assist with furthering outreach and participation in our communities.

ECOS Plan and Annual Report - Emma coordinated and Charlie participated in an ECOS in Action TV show with ECOS Partners to highlight the 2014 ECOS Plan Annual Report and Scorecard. The live show aired on 3/30.

Community Outreach & Partnerships - Staff presented to the UVM Sustainable Transportation Planning class on 4/8. Emma completed the following updates/revisions to CCRPC website pages: TAC; PAC; LEPC; TIP; UPWP; Board; Executive Committee; Finance Committee (audits added); homepage; Milton US-7 Corridor Study; Pearl St. Corridor Study; Hazard Mitigation (overhaul); Chamberlin Neighborhood Planning Project webpage creation; Williston Road Network Transportation Study; Active Transportation Plan RFP webpage creation; website redesign RFP webpage creation. Emma provided communications and outreach for: Winooski Form-Based Code Project; 3/30 Roundabout Workshop; 3/30 Energy Forum; United Way Regional Senior Engagement Survey; Flood Ready VT; Local Motion bike locker installation; Go! Chittenden County; Way to Go! Week; Burlington Parking Study; CATMA; United Way (Healthy Aging Survey); VTrans/CCRPC Bluetooth grant draft press release; hazard mitigation plan update press release; new hires press release; and sidewalk grants. Bryan participated in a roundtable forum hosted by UVM's Transportation Research Center featuring Dr. Kari Watkins of the Georgia Institute of Technology, discussing real-time transit information and Cycle Atlanta, a smartphone app to track and record bicycle trips and routes. Emma launched the April newsletter on 4/14. The opening rate was 32%, and the click-through rate was 21%. Emma finalized the RFP for the CCRPC website redesign project, and assisted in answering all questions from respondents. Proposals are due 5/15. Emma coordinated an ECOS in Action TV show on the Burlington Downtown Parking Study which aired on 4/20 and featured Nathan Wildfire and Kelly Devine. Emma assisted in creating a green infrastructure brochure template. Dan and Charlie participated in extensive discussions via phone and email with EPA, ACCD and Richmond residents regarding potential redevelopment of Richmond Creamery and necessary final assessment studies before execution of purchase; they discussed same with Northwest and Rutland RPCs who may help to fund such studies. Charlie, Regina and Lee participated in the RPC planner meet-up on 4/30. Charlie participated in numerous efforts with our partners including: LCRCC/GBIC Public Policy Committee on 4/1, VAPDA on 4/2, DHCD to discuss FY16 scope on 4/6, Burlington Sustainability press conference on 4/8, Housing VT Board meeting on 4/8, visit to Franklin Regional Council of Governments on 4/15, and, Opportunities Credit Union board meeting on 4/28.

Energy, Climate and Air Quality Planning - Melanie continued to work with VNRC/VECAN on the March 31 Regional Energy Forum on Community Solar. Town energy committee members were in attendance from Hinesburg, South Burlington, Richmond, Jericho, Milton, Colchester, and Essex. Melanie and Lee attended a workshop on Responding to Vermont's climate information needs: A Roundtable for Climate Tools on March 31. Melanie provided energy and ghg emissions data to Hinesburg for their town plan.

Lake Champlain Byway - Dan worked with Maja Design to finalize and deliver the Water Recreation Activities Brochures and Poster. Each of the respective RPC's are writing updates to the individual County "Corridor Management Plans" for the overall Lake Champlain Byway management plan. It is expected that the Chittenden County CMPs will be presented to the governing bodies of the eight Byway communities in the County for review this summer.

Health - CAPE 2 - Melanie attended the American Community Health Association Conference and presented with Penrose Jackson on non-traditional partnerships to improve community health. Melanie participated in a webinar on the 100 Million Healthier Lives Pathways to Pacesetter Program. CCRPC and other ECOS partners were invited to participate in this program which will give us access to technical assistance for implementing the ECOS Social Community Goals. Melanie attended the Social Service Executives meeting at the Burlington Police Department on 4/15. Melanie has begun developing the scorecard with a few datasets to demonstrate what it will look like. The scorecard shows mental health calls to the Burlington Police Department, emergency room visits involving opioids, and the number of days the warming shelter was opened.

Regional Bike/Ped Planning - Peter finalized the scope of work for the regional Active Transportation Plan and issued the RFP on 4/20; Emma set up the project web page; and Bryan and Peter met with Local Motion staff to review the draft Active Transportation Map and provide comments.

Peter prepared and issued the 2015 sidewalk grant application, set up the review/evaluation process, met with the review committee and came to consensus on a recommendation. Bryan requested 2014 Complete Streets forms from all municipalities and began compiling them for submission to VTrans.

Transit & Transportation Demand Management (TDM) – Emma and Bryan continued work on a Go! Chittenden County campaign including ad design and placement and targeted Front Porch Forum outreach. Bryan and Emma launched and concluded a "Be a Happy Commuter" campaign in April; a winner was selected at random from those who contacted the VEIC call center. CCTA prepared a position statement on the need for improved local transit funding, which was adopted by the CCTA Board and sent to the Senate Transportation Committee along with a letter requesting legislative support for a summer study on local transit funding. CATMA continues reaching out to Circ area employers about the ETC Network. CCTA is looking to expand their transit pass pilot project to Circ communities. The Seventh Generation Unlimited Access program was implemented in April with bus passes being distributed to employees at the end of the month. CCTA also created a how-to PDF for distribution to employees. The early response to the program has been quite positive. At the request of VTrans, CCTA staff proposed several transit-related TDM projects to address congestion concerns around the Waterbury exit on I-89 due to construction between Memorial Day and Labor Day. Specifically, CCTA proposed an additional afternoon Montpelier LINK Express round trip between Burlington and Montpelier and making the all Montpelier LINK Express trips fare free between June 1, 2015 and Labor Day 2015. CCTA Transit Center: Bids for the Downtown Burlington Station project were received ranging from nearly \$7.7 million to just over \$8.7 million. At its meeting on April 21, the CCTA Board authorized the General Manager to sign an Award Letter to PC Construction. It is anticipated that construction will begin in May or June of 2015 and be completed in the summer of 2016. August Bus Map & Guide Planning: CCTA is analyzing the following potential service changes for the August BM&G: •1E Service restructuring to include the reduction of weekday peak-hour service to hourly headways operated by an independent bus from the Williston (#1) route between Amtrak and Wal-Mart via Maple Tree Place. •New Sunday Essex Junction (#2) service which would be funded from the cost savings of the 1E service change described above. •Consolidation of the early morning Sunday Service (#18) route into the regular schedule to eliminate passenger confusion and improve ridership. •Elimination of request service to Community Drive on the South Burlington Circulator (#12) route to improve schedule adherence and predictability. Transportation and Inclusive Communities grant - Melanie created a map featuring affordable housing locations and transportation resources

Training – Bryan planned for and hosted a Chittenden County Road Managers meeting on 4/29, in partnership with Vermont Local Roads and UVM Extension. Pam Brangan from CCRPC presented the updated vtculverts website (the new website went live in early April), and Mollie Klepack from UVM Extension presented on the Emerald Ash Borer. The DRB Summit was held on 4/27th. There were approximately 36 attendees, from 13 of our municipalities. Most liked the round table discussion format, but some would rather a bit more structure. Many would like to see this repeated in the future.

Regional/Shared Services – Lee provided the shared services presentation to the Board at their March meeting.

Geographic Information Systems (GIS) Programming - Pam provided St. Michael's Rescue with road maps for Winooski and Hinesburg. Pam produced a map of the Charlotte/Hinesburg/Shelburne project area for the High Meadows grant application. Pam completed two maps and some analysis for Winooski Valley Park District (WVPD). The maps, which identify WVPD's parks, will be used on their website and for a new brochure. Online mapping improvements - Pam updated the [Shelburne Bizmap](#). The River Corridor Planning map was completed

and a [link](#) was provided to municipal planners for them to be able to view their water resource regulations and ANR's River Corridor and River Corridor Protection Area. The GIS intern continues to convert some of our current online maps to a new format using ArcGIS Online. The revisions will allow the online maps to function better when using different devices (phones, tablets, etc.). <http://map.ccrpcvt.org/westfordmapviewer> is one example. Data Development & Maintenance - The final summer intern interviews were conducted during the first week of April. All 6 intern positions have been filled and the interns will begin work on May 26th.

LOCAL PROJECTS

Burlington - North Ave. Corridor Plan - Eleni finalized the report. Burlington Pearl Street - Battery Street to St. Paul St. - Christine met with Stantec and Burlington to discuss public comments from the public meeting held in February. Stantec is working on the draft report. Burlington Railyard Enterprise Scoping Study - Comments received from the City on the proposed cross-sections and intersection controls (signals, roundabouts, stop signs) for Phase 2 REP alternatives were incorporated and a memo to the Stakeholder Group (includes VTrans and FHWA) is under development. For more information please go [here](#). PlanBTV South End - Phase 1: This phase is complete and the report is posted [here](#). Phase 2: The consultant (Goody Clancy) is currently synthesizing all information gathered through the extensive public and stakeholder outreach done since the February public workshops and data gathered during Phase 1 of the project and subsequent housing surveys. The planBTV South End draft plan will be provided to the Advisory Committee for review and comment on 5/21 with comments due back on 5/28. For more information go [here](#). Burlington TDM Plan – Bryan met with City staff on 3/6 to discuss potential financial implications of the project. The consultant is working on the costs and implementation of the 6 short term strategies and developing measurable goals as part of the draft final report. Burlington Residential Parking Study - The project's second public meeting was held 4/14. RSG, City staff and Peter de-briefed that meeting on 4/24 and agreed to develop further fiscal information regarding the 18 strategy recommendations. Next steps are a meeting with the Mayor and the project advisory committee. Downtown Parking Initiative - The second public meeting was held on 4/14 to inform the public of progress and get their reactions to inventory and analysis work and preliminary recommendations done to date. City and consultant (Desman) staff are working on putting together the full draft recommendations from the Downtown Parking & Transportation Study and plan to distribute to the Parking Advisory committee in May for their review. Burlington Bike/Ped Master Plan - Peter reviewed and evaluated the 4 proposals and met with review committee at DPW on 3/24 to recommend a preferred firm/team. DuBois and King (D&K) was the selected consultant.

Charlotte US7/Ferry Rd/Church Hill Rd Scoping Study - Completed. Charlotte Ferry Road - US7 to Village Center Sidewalk Scoping Study – CCRPC and the Town received the final report. This project is complete.

Hinesburg – (see Stormwater Planning)

Milton Sidewalk Scoping Study - Toole Design Group presented the preferred alternatives to the Milton Selectboard on April 6 and are making final edits. The final report is expected in May. US 7 Corridor Plan - The Advisory Committee met on 4/23 to review changes to the corridor strategies resulting from comments received at the second public meeting. A draft implementation matrix was presented as well. The Department of Health expects to have a Draft Health Impact Assessment for review by May 4. For more information go [here](#). Upcoming meetings: Public Meeting #3 - May 18 (hosted by the Milton Selectboard)

Shelburne Transportation & Land Use Implications Analysis in an Expanded Sewer Service Area - Melanie conducted an analysis to map grand list data which is needed for the Envision model. Regina reviewed the Envision Tomorrow Prototype Assumptions and provided the consultants with comments. Regina attended a

public presentation on this project to the Shelburne Selectboard on 3/10. Shelburne Form Based Code – Lee participated in a Planning Commission meeting about FBC content, process, and strategy.

So. Burlington Trans. Facilities Stormwater Impacts - Consultant work proceeding. So. Burlington Williston Road Area Study - A meeting was held with the South Burlington Planning Commission on 4/14 to present the preliminary results of the study. The consultant is working on a draft report to be provided in May. So. Burlington Chamberlin Neighborhood Master Plan - The first Neighborhood Planning Committee meeting was held in early April; based on requests of the Committee, adjustments are being made to the process and meeting schedule to help better integrate the Committee into the project. Plans are progressing toward the first big public event in May. Zoning Administration Assistance - Dan continues to provide staff assistance. Connecting the Gaps Sidewalk Scoping Study - Phase I - Toole Design staff met with Justin Rabidoux to discuss scope, schedule and kick-off meeting.

St. George - After a meeting with Selectboard and Planning Commission, Pam developed maps for their town park project.

Underhill - Pam provided a revised Existing Land Use map for the Underhill Town Plan. The revised map uses 2014 e911 site data instead of the 2008 APA Land-Based Classification System data. A few final changes were made to the town plan maps and pdfs were provided.

Williston Town Plan - Pam is developing a short map video for Williston's town plan. This video will start at a view of Vermont and then move into Chittenden County and then Williston. Data layers, like roads, water, parcels, zoning, and natural resources are added into the video as the map zooms into Williston.

Winooski Bylaw Development (Winooski Zoning Ordinance Update Assistance) - Regina continued working on the Winooski bylaws including the General Standards, Conditional Use, and Site Plan procedures and standards. Regina attended the PC meetings on 3/5 and 3/19. Winooski Form Based Code - The 5 week public comment period culminated with a presentation at the Community Dinner on 3/18. Engagement also included: a survey (96 responses), a developer/realtor focus group meeting, a detailed review with a local architect, and a meeting with the Steering Committee to finalize comments for the consultants. Chris, Marshall, Jason, Eleni and Regina conducted a parking inventory for Main St. in Winooski to help inform the parking requirements within the FBC and regular zoning regulations. Winooski HS students also conducted some of the inventory. Winooski Transportation Master Plan - VHB was selected as the consultant for the Winooski Transportation Master Plan. Eleni is working to finalize the scope of work and schedule based on input from Winooski staff and Public Works Commission. Anticipated start date for this project is mid-May.

ORGANIZATIONAL

Finance, Budget & Accounting - The unaudited financial reports through March show that due to our reduced indirect rate and some staff changes, revenues are down against the budget. The income statement shows a deficit of just over \$100,000. This deficit will be reduced by about \$50,000 at the end of the year when all municipal dues are shown as revenue. Fortunately, positive income in recent fiscal years have allowed us to accumulate some reserves. The draft FY16 budget continues to be developed along with the draft FY16 UPWP.

Personnel Administration – Congratulations to Eleni Churchill on being promoted to Transportation Program Manager. Regina, Bryan, Melanie, and Jason reviewed 60+ applications for the entry level planner positions. Two planners were hired; Marshall Distel as a transportation planner and Emily Nosse-Leirer as a planner. Marshall started on April 27. Emily starts on May 26.

UPWP – The FY16 UPWP Committee completed their work in March. Minor corrections and refinements to the budget were made as more information became available. The draft UPWP was presented at the April 15th Board meeting and minor edits were approved along with a public hearing warning for May 20th. The public hearing draft was sent to all municipalities and posted on the website for public review. See [workplan](#) for more information.