



CCRPC Monthly Report
October 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.

LOCAL PROJECTS

Bolton – Emily worked with the Bolton Planning Commission to coordinate and facilitate four community input meetings in Bolton, with almost 100 attendees combined. She also collected survey responses from 74 people, both in person and online, and created summaries of the meetings for distribution on the website. CCRPC staff compiled data, completed field survey and developed a draft traffic regulation (speed control) ordinance and supporting engineering study report.

Burlington - [Burlington Railyard Enterprise Scoping Study](#) - Eleni and RSG drafted a memo to FHWA explaining the Stakeholder's (VTrans, City and CCRPC) selection of three alternatives (1B, 2, and 5B) to recommend to the REP Steering Committee and the City as the ones to advance into NEPA. The Steering Committee met on 10/29 and they concurred with the Stakeholder's selection of Alternatives 1B, 2 and 5B. [Downtown Parking Initiative](#) – Draft is now in front of City Council for review. [South and North Winooski Ave.](#) - Scope of work finalized and RSG is in data collection phase. [North Avenue](#) - Marshall and Chris prepared a series of graphics and maps to summarize the existing conditions data that were collected for the North Avenue Pilot Project. [TDM Action Plan](#) - Bryan updated the final draft of the TDM Action Plan (City of Burlington). The draft document was posted online with the Downtown Parking Study and Residential Parking Study (www.parkburlington.com) for public comment through mid-November. [Colchester Avenue/Riverside Avenue Scoping](#) - Jason and Eleni are working with Stantec to develop a scope of work.

Essex & Essex Junction - Christine and Eleni met with Dennis Lutz and VTrans staff to discuss the Susie Wilson corridor projects scoped under the CIRC Alternatives process. [Essex Junction Train Station](#) - Christine worked with RSG on the Alternatives Presentation with the Essex Junction Village Trustees on 10/27. The Trustees requested some additional information which will be presented in January.

Hinesburg - [Richmond Road Bike/Pedestrian Feasibility Study](#) - Toole prepared the presentation for the Local Concerns meeting scheduled for 11/5.

Huntington – Chris continued to provide recommendations and data collection/analysis to Huntington for their Main Road traffic calming initiative.

Jericho – Jericho requested PAC review of their plan. [Jericho Park & Ride](#) - Staff met with Jericho Planning and Zoning regarding the relocation of Jericho P&R. As property owner is developing property which currently hosts the P&R, CCTA and property owner are working to relocate the P&R several hundred feet north of existing location. [CIP](#) - Chris and Bryan completed significant work and analysis of data and worked to formulate a final draft of a transportation CIP for the Town of Jericho. Chris conducted new, more in depth analysis of pavement

conditions using the PAVERS model. This work was integrated with anticipated culvert upgrades or other work in order to create an effective, coordinated, and cost-efficient approach to roadway improvements.

Milton - Regina provided some information to Milton regarding housing and school enrollment. [US 7 Corridor Plan](#) - Advisory Committee members have asked for more time to review and submit comments on the Draft Final Plan. VTrans is circulating the draft internally and is trying to have all comments in by 10/30. [Milton Railroad St. Crossing \(bike/ped improvements LTF\)](#) - Toole Design presented the draft Alternative Plans and Estimates for Railroad Street at the Selectboard meeting on 10/5.

Richmond – Emily attended the Richmond Resiliency Workshop and Chili/Pie Cook-Off on 10/24. She presented the Richmond All Hazards Mitigation Plan and collected input from residents about identified hazards.

Shelburne - Marshall began provided development review assistance in Shelburne. The Town received a sidewalk grant award from the CCRPC for a sidewalk on Falls Road, and all parties agreed to amend the existing contract to include this project. Jason and Sai met with Town staff and discussed safety issues, crosswalk feasibility and speed zone limits on Falls Road. [Shelburne Form Based Code](#) – Lee participated in the Planning Commission's continued hearing on 10/22. The PC hopes to complete its work before year's end, and pass the proposal on to the Selectboard for consideration. [Infrastructure and Utility Easement Mapping](#) – Pam updated the sewer accounts map with updated information. [Shelburne Southern Gateway](#) – DuBois & King has been chosen as the consultant to conduct the Southern Gateway Scoping Study. [Urban Forest Management Plan](#) - Lee refined the draft tree management plan for the Shelburne Tree Committee meeting on 11/9.

South Burlington - [Williston Road Area Study](#) - Christine is working with the consultant and City staff to finalize the scope of work. [Chamberlin Neighborhood Master Plan](#) – Staff coordinated with Airport and City staff to prepare for the 11/9 public meetings for the new Noise Exposure Maps and a Neighborhood Planning committee meeting on 11/19. [Zoning Administration Assistance](#) - Dan continues to provide staff assistance. [Connecting the Gaps Sidewalk Study](#) – On 10/27 Peter participated in the project Advisory Committee's meeting to go over the refined existing conditions and preliminary consultant recommendations. [Hinesburg/Tilley Area Transportation and Land Use Plan](#) - Draft scope is under review.

Underhill – [Route 15 sidewalk](#) - Design consultant L&D continued work on preliminary plans.

Williston –[Village Master Plan](#) –A planning meeting with the Town's lead committee will be held before the end of the year with two public meetings to be held in early 2016. Melanie developed a data workbook for Williston which includes various data resources for their economic development chapter of their town plan. [Transportation Plan](#) - At their 10/6 meeting, the Planning Commission reviewed a list of projects that are: identified in previous scoping/planning studies; included in the State's capital program; and listed in the CCRPC TIP. [Blair Park Williston Pedestrian Facility Scoping Study](#) - Marshall and Sai attended a local concerns meeting on 10/5 to receive input from residents of Falcon Manor with regards to the proposed sidewalk changes. The consultant developed preliminary draft alternatives for review.

Winooski - [Zoning Ordinance Update Assistance](#) - Regina drafted the complete Winooski Zoning Regulation draft and began to present it to the PC on 10/15. [Winooski Form Based Code](#) - This will be wrapped into the Winooski Zoning Update. [Transportation Master Plan](#) – Marshall and Eleni interviewed local businesses in order to receive input to help shape Winooski's future transportation system. The first public meeting was held at the O'Brien Center with 48 attendees to engage in a discussion to identify and prioritize where transportation improvements should be made. Eleni, Diane, and Regina attended the Winooski Halloween event at the O'Brien Center and got survey responses and received information on how kids get to school. As of 10/23 there were 85 completed

online surveys; the extra public participation consultants hired to increase engagement among underrepresented communities in Winooski gathered an additional 50 hand-written surveys. The first round of public engagement will wrap up on 11/11.

REGIONAL PROJECTS/ACTIVITIES

Regional Bike/Ped Planning - Regional Bike/Ped (Active Transportation) Master Plan Update – We received over 900 wiki map comments for this plan by month's end. There were 4 workshops held 10/22 - 24 in Milton, Hinesburg, Jericho and Essex Junction. Peter appeared on Ch 17 to talk about the project with consultant Beth Isler on 10/15.

ECOS Plan and Partnerships - Melanie is working on updating the ECOS scorecard and has requested updated data from various partners including Vermont Housing Finance Agency, Agency of Education, Vermont Health Department, municipalities, Efficiency Vermont, and others. Emily, Melanie and Regina prepared draft language for the earth extraction, utilities and facilities, and child care sections for the Plan update. The Long Range Planning Committee met on 10/14 to review these sections. Regina, Emily, Emma, Melanie and Christine attended the VT Collective Impact Conference on 10/20, and Regina presented a workshop on the ECOS Project. CCRPC co-sponsored this conference with United Way, UVM Medical Center and the VT Community Foundation. Staff attended the Burlington Partnership for a Healthy Community award ceremony on 10/21, where Melanie Needle received the Outstanding Individual Award. Charlie participated in the following partner activities: VAPDA on 10/1; Envisioning Vermont 2025 on 10/6; LCRCC/GBIC Public Policy Committee on 10/7; Opportunities Credit Union on 10/7; Community Health Investment Committee on 10/13; UWCC Funders Collaborative on 10/14; and, LCRCC Legislative Networking on 10/14. Charlie worked on refining the COG FAQ and shared the bill with municipal managers and other RPC directors.

Act 25-/Section 248 - The Executive Committee approved comment letters on the GMP Solar Project in Williston (Docket #8562) and Cider Mill II in South Burlington (#4C1128-4).

Public Participation - Emma prepared and sent out the October newsletter on 10/20. Emma continued work on the CCRPC website update, scheduled to be completed in February 2016, and worked closely with staff and the consultant to fine-tune various page layouts. Emma and Charlie began planning the second Chittenden County Municipal Legislative Breakfast, scheduled for 12/10. Charlie scheduled municipal elected body meetings and met with South Burlington City Council on 10/15, and on 10/19 with Bolton, Richmond, Williston, and Essex Selectboards. Emma provided the Vermont Transportation Board with event planning and outreach and communications assistance for their 10/29 public hearing in Essex Junction, including targeted email blasts and two Front Porch Forum posts.

Emergency Management, Hazard Mitigation and Safety – Pam participated in the Local Liaison Procedure Update training on 10/13. Lee participated in SEOC training on October 27-29. Dan conducted a Benefit Cost Analysis calculation on a potential culvert project for Bartlett Brook neighborhood of South Burlington. All-Hazards Mitigation Plan – Dan and Regina have drafted the AHMP County-wide strategies, which will help inform the Flood Resiliency section of the ECOS Plan. Meetings with towns include: Essex, Richmond, St. George, Burlington, Colchester, and Milton. Transportation Safety - Sai coordinated with VTrans, Town of Milton and Milton Elementary school regarding proposed pedestrian refugee island improvements at the School, reviewed preliminary design drawings and provided comments.

Energy, Climate and Air Quality Planning - Melanie and Charlie drafted comments on the draft Comprehensive Energy Plan. The CCRPC board received an overview of the CEIP and approved these comments to be submitted

to the Department of Public Service. Melanie and Charlie attended the draft Comprehensive Energy Plan public hearing at Essex High school on 10/13. Melanie attended the VLCT workshop on renewable energy generation siting on 10/28. The workshop focused on the specific activities a municipality could do to participate in Public Service Board proceedings.

Training - Lee participated in a community forum on 10/28 in Essex/Essex Junction related to governance issues in planning and land use management, gave a presentation, and answered a wide array of questions about Development Review Boards.

GIS, Data & Mapping - Pam finished work on the Charlotte Map Viewer - town staff is now reviewing. Updates to the [Shelburne BizMap](#), [River Corridor Planning map](#), and [Act250 map](#) were made. A [Lake Champlain Byway StoryMap](#) and [functional class online map](#) were drafted. [Data Development & Maintenance](#) - Pam began working on development of a new point data layer for Winooski with water consumption. Pam updated Colchester sidewalk data and developed new zoning overlay data. Melanie is working with the GIS intern to map development activity within the County for CY2014. Chris compiled all park and ride data and sent request to VTrans. Chris continued to set up traffic locations in Burlington and other communities. Chris completed the town highway major collector sufficiency ratings data request and sent information to VTrans. Chris completed data collection and analysis and drafted recommendations for Milton's Main Road stop sign warrant analysis.

Health – Melanie and Regina attended the Burlington Partnership for a Healthy Community award ceremony on 10/21, where Melanie Needle received the Outstanding Individual Award. Melanie participated in UVM Medical Center's Community Health Needs Assessment Steering Group meeting on 10/14. [CAPE 2](#) - Melanie is working on a dashboard showing mental health calls, drug overdose, and domestic violence incident data for Burlington.

Intelligent Transportation Systems (ITS) – [ITS Plan](#) - The consultant developed a draft strategic and deployment plan for review by the steering committee. [Real Time Traffic Information](#) – Sai drafted the final RFP and advertised nationally on 10/13h. Proposals were due 10/30. [Adaptive Signal Control \(ASC\) Planning Study](#) - The consultant is working on validating the existing model and running the model with and without Adaptive Signal algorithm for comparative analysis.

Natural Resources – Emily began work on the Invasive Species research project for the Legislature's Agriculture Committees.

Lake Champlain Byway – Dan reviewed the edits to the 2nd draft of the Winter Activities brochure.

Transit – Emily finished the assessment (began in September) of all municipal bylaws in Chittenden County for how land use regulations impact housing location as part of the Transportation and Inclusive Communities project, led by CVOEO and VNRC and in partnership with NRPC. [CCTA Planning & Development](#) - CCTA is working on improvements to the City Loop and Essex Center routes. Improvements will allow for better connectivity (transfers) while improving schedule adherence and reliability. [CCTA Transit Center](#) - Work has been mostly completed on the Landscape restoration, which includes tree pruning, root collar inspection, soil aeration, and injection of liquid Humates. Excavation was also completed for the Transit Center Building and the installation of foundations began with footings complete and foundation walls about half complete. The roadway segment along the northeast section of St. Paul Street was graded and readied for paving. Finally, the water line at the intersection of S. Paul and Pearl Streets was disconnected so the portion under St. Paul Street could be removed.

Transportation Demand Management (TDM) – Bryan and Ross (VTrans) discussed potential options for management and direction of the 2016 Way to Go! program, including continued leadership by VEIC or

potentially focusing funds on a direct and prolonged marketing campaign. CATMA distributed updates and information for the ETC Network meeting scheduled for 11/5 at CCRPC. CATMA hosted a recognition event on 10/7 at Champlain College for eight local/regional employers (including CCRPC) receiving designation as "[Best Workplace for Commuters](#)." CarShare VT outreach continues for the "[Be Car Conscious](#)" campaign with CCTA bus boards and social media ads, as well as a window display at the CSVT office. Local Motion participated in: CCRPC Active Transportation Plan, pop-up bike demos, South Burlington close the gaps scoping, municipal outreach to Shelburne, Burlington's Go for Gold application, CCRPC TAC, Winooski Transportation Plan, North Ave. Corridor Task Force, SD Ireland housing project, UVM's Active Transportation Plan, Railyard Enterprise project, Halloween Bike Ride planning, and comments to VT Comprehensive Energy Plan.

VTrans – [CCRPC/VTrans/CCTA MOU](#) – The draft was reviewed at the 11/4 Executive Committee and will be provided to the CCRPC Board for review in November. [Functional Classification Update](#) - Numerous changes have been identified based on the FHWA 2013 Highway Functional Classification Concepts, Criteria and Procedures publication. A meeting with VTrans to discuss proposed changes is scheduled. Proposed changes will then be discussed with affected municipalities before being presented to the TAC (early 2016).

Water Quality – [Green Infrastructure](#) - Dan and Emma sent out a press release announcing the culmination of this project and the Green Infrastructure webpages on the Vermont Planning Information Center website, www.vpic.info. [MS4 Permit](#) – Results of the Fall ad campaign on stormwater education were drafted. [Municipal Water Quality Assistance](#) – RPC staff had their first training on 10/22. ANR staff participated in the first Clean Water Advisory Committee meeting on 11/1 providing an overview of municipal requirements.

ORGANIZATIONAL

Finance, Budget & Accounting – The first quarter (unaudited) of FY16 income numbers are complete with net income of just over \$9,000. The FY15 Audit was reviewed by the Executive and Finance Committees at their meeting on 11/4. There were no findings or recommendations for the second year in a row. As expected, the audit report confirmed that FY15 was about \$35,000 negative. The audit will be presented to the Board on 11/18.

UPWP – Staff continues to work on refining the FY17 UPWP project request to municipalities and partners. It will be sent to municipalities before Thanksgiving.