



**CCRPC Monthly Report**  
**December-January 2016 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](mailto:cbaker@ccrpcvt.org)) for more information.

**LOCAL PROJECTS**

**Bolton** – Town Plan - Regina and Emily began working with Bolton's Advisory Committee on Phase 2 of the Bolton Town Plan project. Regina and Emily revised the vision statement with direction from the State Planning Manual and the Advisory Committee. Emily assisted with a business engagement forum in Bolton. Sai drafted speed study report and traffic control ordinance. CIP - A kickoff meeting with CCRPC staff and Bolton staff to develop a CIP occurred on 1/7.

**Burlington** - Regina presented at a public Form Based Code panel discussion regarding the creation and use of new development standards to enhance Burlington's downtown and waterfront on 1/13. Burlington Railyard Enterprise Scoping Study - The Council passed a resolution to advance into NEPA the three Phase 2 REP Alternatives (1B, 2 and 5B) recommended by the project's Steering Committee. In their resolution, the Council voiced their concerns with any alternative that impacts private properties and businesses in the area and their strong preference for alternatives that avoid these impacts. Numerous comments were received from Resource Agencies (ANR, EPA, VTrans) in January on the three selected Phase 2 Alternatives--all comments will be included in the final Scoping /PEL report. RSG provided the first draft of this report at the end of January--Eleni is currently reviewing/editing the report. South and North Winooski Ave. - RSG is refining the sub-area model development and preparing for scenario runs. North Avenue - CCRPC staff continues to assist Burlington's DPW and the North Avenue Task Force to plan for the North Ave Pilot Project that includes restriping of the avenue to remove on-street parking and add bike lanes and implement a road-diet within the four lane segment of North Ave between VT127 and Shore Rd intersections. TDM Action Plan- Phase 2 - A project kick off meeting held 1/11 with the advisory committee. The consultant, Nelson Nygaard, is compiling data from partners and will have preliminary transit pass/parking cash out program cost estimates in February to align with development of the City's FY17 budget. Colchester Avenue/Riverside Avenue Scoping - A kick-off meeting for the Project Advisory Committee was held on 1/14. Existing conditions work is underway. The first public meeting (local concerns) has been scheduled for 3/8. Bike/Ped Master Plan - Peter participated in the Technical Committee conference call on 1/5 to discuss potential scoping project priorities and provided comments to draft walk plan elements. Winooski River Bike/Ped Bridge Feasibility Analysis - Draft scope of work under review.

**Colchester** - Pam worked with Colchester's parcel mapping consultant to correctly link the updated parcel data with their CAMA data in VueWorks.

**Essex & Essex Junction** - Essex Junction Train Station - A final public meeting and presentation was held at an Essex Junction Trustees meeting on 1/26. A preferred alternative was endorsed. RSG is working on the draft scoping report. Allen Martin Drive / VT Route 15 Intersection Scoping Study -

**Hinesburg** - Richmond Road Bike/Pedestrian Feasibility Study - Peter reviewed a revised version of the existing conditions report from Toole Design.

**Jericho** – Emily prepared the documents for the Jericho Town Plan for approval by the CCRPC Board at their 1/20 meeting. Jericho Park & Ride - Jericho DRB approved relocation of the P&R, and CCTA staff has been working with the property owner, the Town of Jericho and the State on securing appropriate permits. CIP - Jericho's municipal CIP plan was completed and provided to the Town. Bryan presented this project at the TAC meeting. Jericho Corners Connection LTF - Toole Design staff met with Jericho Trails committee to discuss draft recommendations and potential revisions.

**Milton** - Sai developed a draft stop sign warrant analysis for Railroad St. and Main Street in Milton. US 7 Corridor Plan - Comments on the draft final report are being reviewed. Milton Railroad St. Crossing (bike/ped improvements LTF) - Draft report and appendices submitted by Toole Design on 1/18. Bryan and Roger (Town of Milton) provided comments and forwarded to VTrans staff for review.

**Richmond** – Town Plan Update - Peter began updating information from the 2007 Richmond Plan. Data on traffic volumes, HCLs, CCTA ridership, bridge ratings, sidewalk reports, bike pedestrian projects and park and ride information were examined and compared with historic information for any trends. Melanie provided Richmond with a series of maps for public engagement.

**St. George** - Emily and Regina provided the initial Town Plan review to the Town. Jason prepared an intersection sight distance memo for St George for VT116 and Winterbottom Rd. and submitted it to the Town on 12/1.

**Shelburne** - Falls Rd Sidewalk - VHB completed both the topo and boundary survey work and will begin addressing VTrans comments from the 25% plan review. Shelburne Form Based Code – The Planning Commission has completed its work on the draft zoning revision and is passing the proposal on to the Selectboard for consideration. Infrastructure and Utility Easement Mapping – Pam met with Shelburne staff on 1/14 to review progress on the two online maps: The first provides information about sewer and water accounts. The second shows sewer and water easement information. Shelburne staff will take the next several months to continue to research easements and verify the account information. Shelburne Southern Gateway - A revised draft scope of work was distributed to Shelburne and VTrans for review and comment. Urban Forest Management Plan - Lee met with the Shelburne Tree Advisory Committee on 1/11 to review the draft tree management plan.

**South Burlington** – 2016 Comprehensive Plan - Emily prepared the final review of the South Burlington Comprehensive Plan for the PAC meeting on 1/13/16. Williston Road Area Study - A project kickoff meeting was held on 12/16. A meeting was held with landowners in the project area to inform them about the project and solicit their input on issues in the area. Chamberlin Neighborhood Master Plan – Lee and Christine staffed the CNAPC meeting on 1/13; Christine staffed the CNAPC meeting on 1/28. Lee and Christine facilitated a meeting with Airport staff and RSG to clarify a collaborative approach to CNAPC's work and the Airport's land use/reuse plan. At the 1/13 meeting, CNAPC gained clearer understanding of CCRPC project funding, opportunities and limitations on the use of those funds, and reaffirmed its commitment to the project scope of work. CNAPC also formed a noise subcommittee in order to focus on noise more directly, separate from but parallel to the overall project. This will be staffed by SB City staff. Zoning Administration Assistance - Dan continues to provide staff assistance. Hinesburg/Tilley Area Transportation and Land Use Plan - The scope of work has been approved by South Burlington City staff. Hinesburg Rd. Sidewalk – Bryan and the consultant reviewed and responded to VTrans comments on the conceptual plans. The CE is in progress at VTrans.

**Underhill** – Emily is providing gap planning and zoning assistance to Underhill. Route 15 sidewalk - L&D staff will present the Conceptual Plans at the 2/2 Selectboard meeting.

**Williston –Village Master Plan** – Bryan and Marshall met with Williston staff on 1/27 to discuss project transition to Marshall, and agree on next steps. Transportation Plan - Bryan and Marshall attended a meeting on 1/27 to discuss how to move forward with the project in order to produce the transportation element. CCRPC staff will assist with map updates and refining a transportation project spreadsheet for incorporation into the Comprehensive Plan. Blair Park Williston Pedestrian Facility Scoping Study - Marshall and Sai reviewed and provided feedback to the consultant on the scoping study draft.

**Winooski - Zoning Ordinance Update & Form Based Code** - Regina worked with the Winooski PC to incorporate comments from the public on 1/7 and 1/14, and submit the revised version of the zoning bylaws to the City Council on 1/19. Transportation Master Plan – The consultant (VHB) developed an action plan that includes short- and long-term strategies to address transportation issues and meet Winooski's vision and goals. Dave Saladino (VHB) and Eleni will present the draft action plan to the Winooski Public Works Commission in February. Winooski River Bridge - McFarland Johnson is working on the second phase of the Winooski River Bridge Railing Study to assess and develop repair/replacement alternatives for the eastern railing of the bridge.

## **REGIONAL PROJECTS/ACTIVITIES**

**Legislative** - CCRPC held our Legislative Breakfast on 12/10. Charlie discussed the COG bill with the Executive Committee and was scheduled to testify on 1/29. That testimony was rescheduled for 2/3.

**Regional Bike/Ped Planning** - Emma, Bryan, Peter, and Lee participated in a full Walk/Bike Summit planning meeting on 1/12. Emma, Peter, and Bryan assisted with more detailed Summit planning. Bryan hosted the monthly Association of Pedestrian and Bicycle Professionals (APBP) webinar series on 1/20, titled "All About Guidance # 2 - Using Guidance Effectively." These webinars are hosted the third Wednesday of each month at the CCRPC. Regional Active Transportation (Bike/Ped) Master Plan Update – Chris, Marshall and Peter participated in the Active Transportation Plan's advisory committee meeting and presentation by Toole Design. Peter reviewed the draft report recommendations and proposed project prioritization criteria. Peter updated the project web page and presented the project to the Shelburne Bike Ped committee on 1/18.

**ECOS Plan and Partnerships** – ECOS Plan Update - Regina began to prepare the Flood Resiliency section of the ECOS Plan Update. The Long Range Planning Committee met on 1/12 to review the draft text to date. ECOS Plan Annual Report - Melanie, Emma, Regina and Charlie completed work on the ECOS Annual report including the ECOS Scorecard, Accomplishments and Infographic. Emma executed an outreach plan to announce the 2015 Annual Report including media, municipality, partner, legislative, and general public outreach. ECOS Partnerships - Charlie participated in: Winooski's City Council meeting on 1/4; LCRCC/GBIC Public Policy Committee on 1/6, VAPDA on 1/7; VPA's legislative committee on 1/8; and coordinated with BBA on implementing plans session on 1/15; Milton's Selectboard meeting on 1/18; Chittenden County Managers' Lunch on 1/19; United Way Evaluation Committee on 1/20; CEDO Coordination on 1/22; Opportunities Credit Union board on 1/26; and Housing Vermont coordination on 1/28. Melanie attend the Food Security meeting on 1/21.

**Act 250/Section 248** - The Executive Committee approved a comment letter on the SolarCity Corporation petition in Milton (Docket No. 8634).

**Public Participation** - Emma prepared and sent out the January newsletter on 1/26. Emma continued to work on the CCRPC website update for a March launch. Emma began planning the strategy for celebrating the CCRPC's 50th anniversary this year.

**Emergency Management, Hazard Mitigation and Safety** – Lee participated in a Point of Distribution exercise held at St. Michael's College on 1/11, testing process and systems that would be used to distribute medical supplies to individuals or families displaced by an emergency incident. Lee met with state officials and LEPC Chair Al Barger on 1/28 to nail down essential details and approach to the HMEP commodity flow study planning project. Dan and Lee drafted responses to an inquiry from EDA on integrating preparedness, mitigation and resilience planning into land use policy and economic recovery planning. All-Hazards Mitigation Plan – Emily continued to work on the Westford local AHMP, which will be sent to the Hazard Mitigation Plan Committee and FEMA for review as our model. Melanie and Pam developed several maps for the AHMP depicting land use, water quality protection areas, locations that have received FEMA assistance, and vulnerable populations. Dan edited the template for the local AHMP and for the County Plan.

**Energy, Climate and Air Quality Planning** - Melanie attended the Drive Electric Vermont Education and Outreach committee meeting on 1/8. VEIC continues to work on Phase IV of the electric vehicle planning project to expand EV adoption and EV infrastructure installation. CCRPC is sponsoring the 2016 [VERMONTIVATE](#) game. Vermontivate! is an award-winning game that helps players of all ages and experience levels take meaningful action on climate change. Many of the actions align with CCRPC's Climate Action Guide.

**GIS, Data & Mapping** - Pam updated the Jericho map viewer with more Electric Utility information including where utility poles are located. Data Development & Maintenance - Melanie and our GIS intern mapped the locations that have received FEMA public and individual assistance funds. Pam updated the Conserved Lands data set. A GIS volunteer continues to work on updating the Shelburne Tax Parcel data. Chris worked on Huntington's MUTCD compliance sign inventory assessment. Chris completed the 2015 data update for all Turning movement counts. Chris troubleshoot issues with this online system with the help of VTrans. Chris completed a draft of the bicycle data collection program overview document. Chris selected the APWA professional for the PAVER workshop in Spring of 2016 and worked to develop a schedule. Chris worked with South Burlington to update their Pavement management database. Chris presented the Williston sidewalk inventory and Analysis to Public Works staff and discussed ways in which this data could be used for better decision making for maintenance and rehabilitation. VT Online Bridge & Culvert Inventory – Pam worked on possible updates/improvements requested by RPCs with RSG, including updating with latest e911 roads.

**Health – CAPE 2** - Melanie is working on a dashboard showing mental health calls, drug overdose, and domestic violence incident data for Burlington. Melanie provided ArcGIS training to Connor Brooks, Prevention Specialist, at the Burlington Police Department. Melanie and Charlie met with BTV Ignite Staff, UVM MC, and the Center for Rural Studies to discuss privacy issues and the potential for developing a system so that opiate related data can be shared seamlessly across multiple agencies. We received a request to assist in staffing an Opiate Alliance.

**Intelligent Transportation Systems (ITS) – ITS Plan** - The draft ITS Plan was presented to the TAC on 1/5 and was approved by the CCRPC Board on 1/20. Real Time Traffic Information – After a consultant was selected, the project manager left the firm and the firm withdrew. The project was re-advertised for proposals on 1/25. Adaptive Signal Control (ASC) Planning Study - The consultant presented study results and analysis to the CCRPC staff, VTrans and municipal representatives on 1/8. The group provided feedback and asked the consultant to develop and run a couple of new scenarios to better understand traffic behavior along Route 2 and Dorset St.

**Lake Champlain Byway** – Dan worked with Maja Design on final edits to the map for the Winter Activities brochure. A final draft was distributed to the Lake Champlain Byway Council for review. Dan assisted Local

Motion in reviewing the two proposals received for construction of four bicyclist "rest stops" along the Byway, two in the Islands and one each in Colchester and Shelburne. Construction expected by mid-April 2016.

**Transit** – [CCTA Planning & Development](#) - Staff has been working on potential changes to the Pine St, City Loop and North Ave routes. As the third highest ridership route in CCTA's local system, the North Avenue (#7) route lacks appealing frequency. Staff is analyzing a redistribution of service hours from the Pine St and City Loop routes onto the North Ave. With the re-opening of the State Complex in Waterbury, VTrans has funded an additional AM and PM Link trip between Burlington and Waterbury. [CCTA Transit Center](#) - Construction at the Downtown Transit Center (DTC) made significant progress during January. 95% of the steel had been erected.

**Transportation Demand Management (TDM)** – Work continued with Tally Ho on the Go! Chittenden County outreach project, including progress on the website which is scheduled to launch in March. Way to Go! Challenge has a new consultant (Place Creative). A kick-off meeting was held 1/22 with Way to Go! partners. The Way to Go! schedule has changed with this event being planned for two weeks in September 2016 instead of May. CATMA staff continues to identify and contact employers about the ETC Network (currently 37 members) and membership benefits. CarShare VT has been contacting relevant partners and human service organizations to determine Mobility Share program improvements and to seek potential clients. Local Motion participated in: CCRPC TAC, North Ave. Corridor Task Force/Pilot project, Railyard Enterprise project, Rutland Walk Bike Summit, regional bike facilities toolkit, winter biking workshops, South Burlington Garden Street plans, PlanBTV Walk Bike, Champlain School SRTS, Barrett/Riverside/Colchester Ave. scoping, and the CCRPC Active Transportation Plan.

**VTrans** – Charlie participated in the Vermont Rail Advisory Council meeting on 12/16. [CCRPC/VTrans/CCTA MOU](#) – The draft is still being edited and reviewed. It should be on the CCRPC Board agenda for February or March for action. [Functional Classification Update](#) - Marshall drafted a memo describing the methodology that the CCRPC followed in developing the proposed functional class changes for the county's federal aid system.

**Water Quality** – Regina continuing working on the draft Flood Resiliency section of the ECOS Plan Update, and reviewed it with the Long Range Planning Committee on 1/12. Charlie attended two meetings on Vermont Clean Water Initiative Program to assist DEC as they craft guidance and systems for distributing project implementation grants. [Green Infrastructure](#) - Dan prepared a final progress report for the VAPDA- [Municipal Green Infrastructure Outreach Toolkit](#) and submitted it to ANR. [MS4 Permit](#) – Dan provided updated contact information on RSEP and CCST to EPA for their "Soak Up the Rain" campaign. [Municipal Water Quality Assistance](#) – Dan worked with ANR to schedule, distribute materials and co-chair an RPC-DEC Water Quality training session held in Montpelier on 1/21 and distributed minutes afterwards. Dan and Regina met with Danielle Owczarski, the Lamoille Tactical Basin Planner, on 1/11 to plan involvement in development of the plan.

**Transportation Model** – Jason asked RSG to conduct a model needs assessment. [Household Travel Survey](#) – CCRPC worked with VTrans and TRC to iron out contracting details. Since this is a joint VTrans and CCRPC-funded project, TRC will contract with VTrans and CCRPC funds will pay VTrans.

## **ORGANIZATIONAL**

**Finance, Budget & Accounting** – FY16 income through December (unaudited) is just over \$14,800. The FY16 Mid-Year Adjustment to the UPWP and the FY16 budget was approved by the Board. The budget remains balanced for the fiscal year.

**UPWP** – Bryan populated the UPWP request spreadsheet with 63 project requests, and prepared the packet materials for the first UPWP Committee meeting held on 1/28.