

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
TRANSPORTATION ADVISORY COMMITTEE
AGENDA

DATE: **Tuesday, April 2, 2019**
TIME: **9:00 a.m.**
PLACE: **CCRPC Office, 110 West Canal St. Winooski**

DELIBERATIVE AGENDA:

1. Action on Consent agenda – 9:00 – 9:05
N/A this month.
2. Minutes of March 6, 2019 – (Action Item) 9:05 - 9:10
See attached.
3. Public Comment Period (Information item) 9:10 - 9:15
Members of the public are invited to raise issues of interest or concern to the TAC on items not on the agenda.
4. GMT's NextGEN Plan (Information Item) 9:15 – 9:50
GMT staff will brief the TAC on the implementation recommendations for their urban area service.
5. FY20 Unified Planning Work Program (UPWP) Update (Information Item) 9:50 – 10:00
Staff will provide an update on the development of the work program and will present the draft FY2020 UPWP. This will be an action item in May. See attached memo for more information.
6. Road and Bridge Standard Synchronization (Information Item) 10:00 – 10:30
Jim Ryan will attend to present DEC and VTrans efforts to work collaboratively on updating the Vermont Road and Bridge Standards to better align with the new MRGP standards. See attached summary sheet from Addison County RPC and the latest DEC MRGP newsletter.
7. Status of Projects and Subcommittee Reports (Information Item) 10:30 – 10:35
See bulleted list on the reverse for current CCRPC projects. TAC members are encouraged to ask staff for more information on the status of any of these on-going or recently completed projects.
8. CCRPC March Board Meeting Report (Information Item) 10:35 – 10:40
The Board met on 3/20, approving the Project Prioritization and hearing a presentation on GMT's NextGEN Plan.
9. Chairman's/Members' Items (Information Item) 10:40 – 10:45

Next Meeting: Tuesday, May 7, 2019

In accordance with provisions of the Americans with Disabilities Act (ADA) of 1990, the CCRPC will ensure public meeting sites are accessible to all people. Requests for free interpretive or translation services, assistive devices, or other requested accommodations, should be made to Emma Vaughn, CCRPC Title VI Coordinator, at 802-846-4490 ext. *21 or evaughn@ccrpcvt.org, no later than 3 business days prior to the meeting for which services are requested.

Project List:

- Title VI program participation and Public Participation Plan implementation
- Participation in the Vermont Highway Safety Alliance
- Participation in the State's Rail Council
- Coordination with United Way on Neighbor Rides and Elders & Disabled program analysis
- Advanced Traffic Monitoring System through FHWA AID grant – Maintenance and Monitoring
- LPM services for Underhill sidewalk construction on VT 15 – Right of Way Plans and CE
- LPM services for Hinesburg – Village South Area Sidewalk on VT 116 – Right of way plans
- Allen Brook Watershed Culverts Assessment Study, Williston – Draft Final Report
- Dorset Street and Williston Road Intersection lane assignment Analysis – Traffic simulation models
- Winooski Avenue Corridor Study (Burlington)
- Amtrak Train Overnight Storage Study (Burlington)
- Coordination with GMT on ADA, NextGEN and Elders & Disabled advisory committees
- Railyard Enterprise Supplemental Scoping (Burlington)
- Winooski River Bridge Scoping Study (Burlington/Winooski)
- South Burlington Bike Ped Gaps scoping
- South Burlington Ped. Crossing and Bike Access
- Intervale Ave. Scoping (Burlington)
- Essex Junction Design 5 Corners/Village Transportation Plan update
- Essex Junction Parking Study
- Colchester Ave/Riverside Ave/Barrett St Intersection Scoping (Burlington)
- So. Burlington VT116-Kimball-Tilley Land Use and Transportation Plan
- Williston Transportation Impact Fees
- Williston Shared Use and Multi-Modal Parking Requirements
- I-89 Exit 14 Bike/Pedestrian Crossing Study, Phase II (South Burlington)
- Overhaul of South Burlington's Traffic Overlay District
- Update to South Burlington's Transportation Impact Fee Ordinance
- Regional Transportation Energy Planning
- Transportation Hazard Mitigation Planning
- Municipal Road General Permit (MRGP) Work
- Grants-In-Aid Coordination with Municipalities.
- 2018/2019 Way to Go! to School
- Greenride Bikeshare
- Regional Shared Mobility Analysis and Recommendations
- City Center Parking & Movement Plan, South Burlington
- Chittenden County I-89 2050 Study
- East Allen Street Gateway Enhancements Scoping Study (Winooski)
- Lower Village Supplemental Scoping Study (Huntington)
- VT-116/Charlotte Rd Intersection Study (Hinesburg)

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2 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
3 TRANSPORTATION ADVISORY COMMITTEE - MINUTES
4

5 DATE: Wednesday, March 6, 2019
6 TIME: 9:00 a.m.
7 PLACE: CCRPC Offices, 110 West Canal St. Winooski, VT
8

9 **Members Present**

10 Lisa Schaeffler, Williston
11 Brian Bigelow, Underhill
12 Jon Rauscher, Winooski
13 Amy Bell, VTrans
14 Nicole Losch, Burlington
15 Allegra Williams, Local Motion
16 Richard Watts, Hinesburg
17 Matt Langham, VTrans
18 Chris Jolly, FHWA
19 David Allerton, Milton
20 Dennis Lutz, Essex
21 Mary Anne Michaels, Rail
22 Larry Lackey, Burlington Airport
23 Dean Bloch, Charlotte
24 Josh Arneson, Richmond
25

Staff Present

Eleni Churchill, Transportation Project Manager
Sai Sarepalli, Transportation Planning Engineer
Bryan Davis, Senior Transportation Planner
Charlie Baker, Executive Director
Chris Dubin, Transportation Planner
Jason Charest, Senior Transportation Planning Engineer
Peter Keating, Senior Transportation Planner
Christine Forde, Senior Transportation Planner

Others

Susan Molzon, Burlington DPW

26
27 Peter Keating called the meeting to order at 9:05AM, calling for a round of introductions.
28

29 **1. Consent Agenda**

30 DEAN BLOCH MADE A MOTION, SECONDED BY RICHARD WATTS, TO REMOVE THE
31 CHAMPLAIN PARKWAY TIP AMENDMENT FROM THE CONSENT AGENDA AND TO TAKE
32 ACTION ON THAT AFTER HEARING BURLINGTON'S PRESENTATION ON THAT PROJECT.
33 THE MOTION PASSED.
34

35 AMY BELL MADE A MOTION, SECONDED BY BRIAN BIGELOW, TO APPROVE THE TIP
36 AMENDMENT ITEMS DESCRIBED IN AGENDA MEMO 1A. THE MOTION PASSED.
37

38 **2. Approval of Minutes**

39 NICOLE LOSCH MADE A MOTION, SECONDED BY RICHARD WATTS, TO APPROVE THE
40 MINUTES OF JANUARY 8, 2019. THE MOTION PASSED.
41

42 **3. Public Comments**

43 None.
44

45 **4. Champlain Parkway and Other Burlington Projects**

46 Susan Molzon of Burlington Public Works briefed the TAC on the status of this long-planned project.
47 She identified the DPW project team, illustrated the compete layout from I-189 west, then north to
48 Lakeside, then to Pine north to Main Street. She next provided cross section views from eight sections
49 along the corridor. Currently final design plans are being prepared and all necessary permits are in
50 hand or applications are under review. The current schedule sees construction going out to bid this
51 coming spring and construction starting this fall. The project is expected to be complete in fall 2021.
52 Susan concluded with a screenshot of the project website identifying the various information resource
53 links. Topics of discussion that followed included, parking impacts, truck routes, project cost, signals,
54 court appeals status and right-of-way acquisition status. Nicole Losch then presented the TAC with other

1 Burlington projects and initiatives, including Great Streets, bikeshare expansion, parklet pilot program,
2 quick build and others.

3
4 Returning to the topic of TIP amendment for the Champlain Parkway project, DEAN BLOCH MADE A
5 MOTION TO APPROVE THE TIP AMENDMENT AS RECOMMENDED IN MEMO 1B. THE
6 MOTION WAS SECONDED BY RICHARD WATTS AND UNANIMOUSLY APPROVED.

7 8 **5. Water Quality Update**

9 Chris Dubin provided updates on the CCRPCs efforts in assisting Municipalities meet Municipal Roads
10 General Permit (MRGP) goals through inventory work, reporting, and various grant programs. In
11 particular, items discussed were:

- 12 • Outlet mapping, criticality for correct methodology, and impacts to MRGP compliance
- 13 • Grants in Aid Program plan for outstanding FY19 work in Chittenden County
- 14 • DEC MRGP reporting form and inventory completion dates.
- 15 • Upcoming field season game plan for CCRPC field technicians.

16 17 **6. Project Prioritization**

18 Christine Forde presented the latest version of this process that has been on-going for over 10 years. She
19 first provided background information contrasting the VTrans Capital Program with CCRPC's
20 Transportation Improvement Program (TIP) and noting the different program categories in the Capital
21 Program. Each year the Vermont Legislature requires that projects in the State's Transportation Capital
22 Program be prioritized. The numerical grading system assigns a priority rating to all paving, roadway,
23 safety and traffic operations, state bridge, interstate bridge, and town highway bridge projects. The rating
24 system consists of two separate components:

- 25 1. An asset management-based factor which is objective and quantifiable with data provided by VTrans.
- 26 2. A priority rating system focusing on functional importance taking into consideration several factors and
27 established by Regional Planning Commissions.

28 Christine provided the details that go into each of the components, identifying categories and point
29 assignments. Also taken into consideration is where the project falls in the TIP. Typically, projects that
30 score well are those that:

- 31 • access designated growth areas, airport, tourism facilities
- 32 • improve safety in a location with a document safety problem
- 33 • are bicycle/pedestrian facilities making intermodal, regional connection or accessing designated
34 growth areas
- 35 • Are reconstruction projects with critical need
- 36 • Improve corridors with significant congestion

37
38 Dennis Lutz would like to see a plan for projects to "move up the food chain" from scoping onto the TIP.
39 Currently, scoped projects can languish before moving on to an implementation phase with no clear
40 guidance on how to move forward. He suggested Towns should formalize a process, sending a letter post-
41 scoping requesting the RPC add the project to the TIP. Following this step, those scoped projects should
42 also be prioritized. Christine responded noting that the CCRPC will report on all scoped projects and
43 their current status.

44
45 Following discussion, DENNIS LUTZ MADE A MOTION THE TAC APPROVE THE 2021
46 PRIORITIZATION AND FORWARD TO THE CCRPC BOARD. THE MOTION WAS SECONDED
47 BY DEAN BLOCH AND PASSED UNANIMOUSLY.

48
49
50

1 **7. Future TAC Agenda Items**

2 Peter reported that staff had recently started to find it a challenge to fill the agendas for the monthly
3 meetings and felt that soliciting TAC members could produce some timely and informative topics to
4 consider for future meetings. Suggested topics from members both present and via email included:

- 5 • VTrans On-Road Bike Plan updates
- 6 • New paving techniques
- 7 • I-89 Corridor study land use modeling
- 8 • Congressional action on transportation related bills
- 9 • Recent data gathering technology and its analytical uses

10 For the next two TAC meetings we will also have the FY2020 draft UPWP up for discussion and action.

11

12 **8. Status of Projects and Subcommittee Reports**

13 Peter referred members to the project list on the reverse side of the meeting agenda.

14

15 **9. CCRPC January and February Board Meetings Report**

16 Peter noted that the Board approved the mid-year adjustment to the FY19 UPWP in January and in
17 February heard the presentation on Burlington projects.

18

19 **10. Chairman's/Members' Items**

20 Amy Bell noted that VTrans is in the process of synchronizing road standards and that there had been a
21 spirited discussion on this topic with regional planners last month. There will be a draft of new standards
22 shortly with a deadline for comments of April 26th.

23

24 AMY BELL MADE A MOTION, SECONDED BY NICOLE LOSCH, TO ADJOURN THE MEETING.
25 THE MOTION PASSED.

26

27 The meeting adjourned at 10:30 AM.

28

29 Respectfully submitted, Peter Keating



CCRPC Transportation Advisory Committee

April 2, 2018

Agenda Item 5: Information Item

FY 2020 Unified Planning Work Program

Background and Process:

The CCRPC's Unified Planning Work Program (UPWP) is a federally mandated document serving as the annual work plan for local and regional transportation projects and other planning activities. Updated annually, the UPWP describes our numerous programs and identifies the transportation, land use and other planning activities and projects that the CCRPC is engaged in collaboration with its member municipalities and other state and regional partners and agencies.

Our 12-member UPWP Committee made up of representatives from our Board, the TAC, PAC, VTrans, FHWA, and GMT met in January, February and March to determine how best to allocate our funds to develop our FY 20 UPWP. The CCRPC received \$1.7 million in project requests for FY 20 and was able to fund about \$1.4 million in new consultant-funded transportation projects. To meet the budget constraints, several staff-generated regional requests were cut, and some project budgets were reduced. However, no municipal or partner project requests were removed entirely.

Requests Overview:

FY 2020 UPWP Funding	
Roadway/Misc.	\$330,000
Bike/Ped	\$290,000
Water Quality	\$407,523
TDM	\$246,800
Energy	\$30,000
ITS	\$15,000
Other (Tech assistance, Impact fees)	\$67,500

Next Steps:

- 04/03/19: CCRPC Executive Committee reviews the Draft FY 20 UPWP and Budget
- 04/17/19: CCRPC Board reviews the Draft FY 20 UPWP and Budget & Warns Public Hearing
- 04/19/19: FY 20 UPWP mailed to all municipalities, posts on web, notices for Public Hearing
- 04/24/19: CCRPC Finance Committee reviews the Final Draft FY 20 UPWP Budget
- 05/01/19: CCRPC Executive Committee reviews the Final Draft FY 20 UPWP & Budget and forwards to the Board for approval
- 05/15/19: Public Hearing and Approval of the FY 20 UPWP and Budget by the CCRPC Board
- 07/01/19: FY 20 UPWP program begins, funding available

Information contact:

Marshall Distel, (802) 861-0122, mdistel@ccrpcvt.org

Summary of Draft Road and Bridge Standards

March 2019

Prepared by Mike Winslow, ACRPC

- Standards reorganized and generally easier to follow
- Municipalities have flexibility in choosing whether to accept Municipal Road and Class 4 Road Standards for non-hydrologically connected road segments (required for hydrologically connected segments)
- Roadway crown standards unchanged
- Shoulder berm standard more detailed but largely unchanged
- New road drainage standard largely replaces ditch and slope standard.
 - Ditch dimensions unchanged for slopes <5%. More options added for ditches of 5-8% slope. More detail on amount of stone lining required for ditches greater than 8% and greater than 10%.
 - Greater detail on required outlet protection for turnouts
 - New requirements for turnouts that vary based on turnout slope (not road slope). Three categories: 0-5%, 5+-10%, over 10%.
- Culverts – less proscriptive than previous standards for culverts where slope is <5%. Otherwise very similar. Culvert standards apply where rill or gully erosion is present, to new construction, and to significant upgrades of stormwater treatment practices. Previously applied across the board.
- Additional driveway culvert standards to prevent erosion – slight modifications of previous standard that didn't call out driveway culvers specifically.
- New standard for Catch Basin Outlet Stabilization.
- Standard for Stone Check Dams included. Previously a separate document
- Mandatory standards for perennial streams bridges and culverts very similar to previous standard for all culverts and bridges
- Sets optional town-wide standards for:
 - Intermittent stream crossings (new)
 - Roadway construction (unchanged)
 - Guardrails (revised)
 - Driveway access (unchanged)
- Intermittent stream crossing standard consists of a culvert sizing chart based on drainage area.
- Guardrails – prescribes steel beam guardrail with 6-foot posts or, if there is less than 3 feet from the rail to the hazard, the 8-foot posts. Prescribes G-1D end treatment. References Vtrans bridge and rail standards for bridges. Defers to AASHTO for situations that don't allow the above. Previously deferred to AASHTO for all guardrails
- Removes requirement 6 hours per year of maintenance crew training.
 - There will be other reasons for towns to provide training and training really isn't part of a road a bridge standard

Municipal Road General Permit (MRGP)

What's New (and Due) for 2019



Here's some upcoming important Vermont Municipal Roads General Permit (MRGP) related schedules and permit requirements, training opportunities, and resources available to towns in 2019.

First MRGP Annual Planning Report due April 1, 2019

Towns are required to fill out and submit a one-page MRGP Annual Planning Report before April 1, 2019. Towns will be receiving an email from DEC in the coming weeks with a link to the electronic Annual Planning Report. It can also be found here: <https://dec.vermont.gov/watershed/stormwater/permit-information-applications-fees/municipal-roads-program>

MRGP Fees due before June 1, 2019

Regarding fees, towns were previously required to pay a \$240 administrative processing fee with the permit application. A \$400 permit review fee and an annual fee of \$500, \$1,350 or \$1,800 based on population and road miles, is due before June 1, 2019. In the future, towns will only have to pay annual fees by June 1st each year and pay the administrative processing fee when submitting the REI by December 31, 2020. A link to prorated MRGP annual fees can be found here:

https://dec.vermont.gov/sites/dec/files/wsm/stormwater/docs/Permitinformation/MunicipalRoads/sw_MRGP_ProratedAnnualOperatingFees.pdf

REIs and Implementation Tables- due before December 31, 2020

Towns are required to complete and submit Road Erosion Inventories (REIs) using DEC's template before December 31, 2020. REIs are conducted to determine which road segments meet or do not meet MRGP standards. The REIs serve as a basis to determine which roads will be required to be upgraded to meet MRGP standards. Implementation work will be required starting in 2021. REIs will serve as the basis for implementation work.

Last spring, DEC and the Vermont Agency of Digital Services have made available a REI app, developed to assist towns, and those working on behalf of towns, in completing required REIs via downloading the free app to their cell phones, computers or tablets. DEC and VTrans offered a series of trainings last spring to regional planning commission and natural resource conservation district staff, town officials and consultants on how to use the new app. DEC will be offering similar trainings this later this spring. Trainings will be available to any towns, and those working on behalf of towns, that have received grant funding to conduct REIs in the 2019 field season. When the DEC app is used, the information collected during the REI is automatically sent to the MRGP database/portal. Towns can immediately see the REI data and related maps on the Implementation link:

<https://anrweb.vt.gov/DEC/IWIS/MRGPReportViewer.aspx?ViewParms=True&Report=Portal>

New Vermont Road and Bridge Standards Coming

DEC and VTrans have been working collaboratively to update the Vermont Road & Bridge Standards to be more consistent with the MRGP standards and also give towns more flexibility as to which Road & Bridge standards they would like to voluntarily adopt. The new standards will offer an "a la carte" menu-like approach in which towns can choose exactly which Road & Bridge standards that best fit the town's approach to managing their roads. The Roads Round Tables will give an overview of these changes (see back).

Upcoming Trainings- Spring 2019:

DEC and the VTrans Better Roads and Local Roads programs will be offering a series of Road Round Table Forums starting in April 2019. This is our fourth year of Round Table Forums providing town officials, road foremen and road crew members a forum and crash course and discussion of MRGP standards, timelines, road practice installation, and grant funding. Topics include: road crowning and grading, road surface materials, culvert sizing and installation, road equipment use, VTrans Better Roads and DEC Municipal Grant in Aid funding opportunities. Over 300 people have attended these trainings over the last 3 years. See the Local Roads website for training locations and dates: <https://localroads.vermont.gov/>



DEC Municipal Grant in Aid- Spring 2019:

DEC will again be offering our Municipal Grant in Aid program. Letters will be going out to towns during the spring of 2019. The letters will ask towns to sign Letters of Intent if they are interested in receiving grant funding to help them bring their connected roads up to MRGP standards. DEC is working closely with local regional planning commissions to greatly reduce grant administration and reporting for towns. For more information about DEC's Municipal Grant in Aid funding:

<https://dec.vermont.gov/watershed/cwi/grants/ecosystem-restoration>

Important Due Dates:

- ✓ June 31, 2018 - Application and \$240 administrative processing fee
- April 1, 2019 - 1st Annual Report
- June 1, 2019 - \$400 permit review fee (if not previously submitted)
- \$500, \$1350, or \$1800 Annual Fee based on population and road miles
- April 1 every year - Annual Report
- June 1 every year - Annual Fee based on pop. & road miles
- Dec 31, 2020 - Road Erosion Inventory (REI)
- \$240 administrative processing fee

For more information about the MRGP, head to our MRGP website:

<https://dec.vermont.gov/watershed/stormwater/permit-information-applications-fees/municipal-roads-program>

Or contact Jim Ryan, DEC's Municipal Roads Program Coordinator at

(802) 490-6140 or jim.ryan@vermont.gov