



Draft Fiscal Year 2022 Annual Work Plan

(Unified Planning Work Program - UPWP)

Legend:

Existing Project May be Completed by end of FY21	
New Land Use Project/Funds	
New Transportation Project/Funds	
Pending or General Question	
Red Text Indicates Discrete Changes to Project Title/Description/Deliverable	

	A	B	C	D	E	F	G	H	I	AC
3	Task #	Task Name	Municipality or Partner Agency	Staff Lead	Staff Support	Task Description	Task Deliverable(s)	Start Month/Year	End Month/Year	TOTAL \$ CCRPC Staff
22	2.1.3.32	Westford Water/Wastewater Planning	Westford	Taylor	Regina	Westford is actively working to secure funding for a village wastewater system; and redevelopment of a property adjacent to the Town Office in the Village.	1. Assist Westford in grant writing and administration of funding. 2. Other assistance as requested.	3/20	12/22	\$ 15,062
23	2.1.3.36	St. George Zoning Assistance	St. George	Regina	Taylor	Assist the Town with development review while they have a staff gap.	1. Continue assisting with two DRB applications that started in FY21. Otherwise phase out contract.	9/20	9/21	\$ 4,633
24	2.1.4	Regional and State Issues	Regional	Regina	Melanie, Taylor, Dan	Work with DHCD and RPCs statewide on issues of statewide interest.	1. Review and comment on proposed legislation (Act 250, infrastructure, energy, cannabis, etc.). 2. Other issues as may arise. 3. ACCD FY22 Deliverables	ongoing	ongoing	\$ 42,738
25	2.1.5	Regional Housing Conversation	Regional	Regina	Melanie, Taylor, Emma	Continued participation in the Building Homes Together campaign, and help identify how we can build more housing to meet the needs. Convene affordable housing committees in the region to share ideas, expand our knowledge and coordinate policies and activities with each other and the CCRPC.	1. Convene municipal housing committee members for peer exchange on housing tools. 3. Provide municipal assistance on housing tools as requested. 4. Produce annual Building Homes Together campaign results. 5. Participation in statewide housing conversations.	ongoing	ongoing	\$ 15,351
26	2.2	Energy and Climate								
27	2.2.2	Regional Transportation Energy Planning and Transportation Electrification Support	VEIC	Melanie	Charlie, Eleni, Regina, Marshall, Bryan	This project will continue VEIC's support for energy planning and plug-in electric vehicle (EV) market transformation in Chittenden County. EV adoption has advanced significantly over the past several years and this market is poised to accelerate in FY22 with anticipated federal policy shifts.	For FY2022, VEIC proposes the following activities in support of the ECOS plan's clean energy goals: Municipal fleet EV assessments examining opportunities to integrate EVs into local government operations; Presentations to municipal entities on EV technology and charging opportunities; On-call support for regional energy modeling analysis; Technical assistance on EV charging siting and funding opportunities; Local EV demonstration events (including virtual); Metrics on EV ownership in Chittenden County; EV charging implementation support for multifamily developments; and Technical support for installing EV charging at multifamily housing in the region.	7/21	6/22	\$ 22,485
28	2.2.2.1	Property Transportation Plan: Reduce transportation emissions in commercial and affordable multi-unit sectors - Phase 2	Burlington	Bryan	Melanie	Burlington Electric Department (BED) and the Burlington 2030 District (BTW 2030) are seeking to reduce vehicle miles travelled and transportation emissions in Burlington's commercial and affordable multi-unit sectors via the development and implementation of customized Property Transportation Plans (PTP). Over the course of two years, this UPWP funding will allow BED and BTW 2030 to develop a PTP template and develop ten PTPs for ten BTW 2030 District members. This project will involve extensive stakeholder engagement to ensure the PTPs recommend steps, opportunities and activities that are realistic and actionable.	The proposed project will use the Property Transportation Plan (PTP) template developed in phase 1 to create ten Property Transportation Plans (PTP) for ten Burlington 2030 District property owners.	7/20	6/22	\$ 4,250
29	2.2.7	Climate Action Plan, Transportation Component	South Burlington	Melanie & Jason	Regina	After developing a framework and setting objectives of a Climate Action Plan in the first half of 2021 (enumeration of objectives, identification of key sectors, measurement, and sector-by-sector goals), the framework would call for a detailed plan by sector for how the City, its residents, businesses, and partners would take action to meet the sector's objectives. This project will focus on the transportation sector.	This transportation component would include establishing targets and specific actions to meet goals within this sector, in collaboration with local partners (residents, businesses, organizations).	7/21	6/22	\$ 14,783
30	2.3	Transportation and Land Use								
31	2.3.1	Act 250/Section 248 Review - Non-Transportation	Regional	Taylor	Regina, Melanie	Review Act 250 major applications and Section 248 applications with hearings (or potential applications) in relation to the regional plan. Report on the number of applications commented on, providing more detail about those involving substantive comment, using attached form for reporting.	1. Provide letters (and potentially participate in hearings) on Act 250 & Section 248 applications that go to hearing. 2. Provide year-end report to DHCD.	ongoing	ongoing	\$ 17,797
32	2.3.1.2	Act 250/Section 248 Review - Transportation	Regional	Jason	Sai, Eleni	Conduct reviews of Act 250 applications (focusing on Criterion 5) and Traffic Impact Studies, and work with Act 250 to better incorporate TDM and other non-motorized mitigations into the process. Provide technical assistance to the District Commission coordinators as needed.	1) Provide letters (and potentially participate in hearings) on Act 250 & Section 248 applications that go to hearing; and 2) Maintain Act 250 database transportation mitigation conditions.	ongoing	ongoing	\$ 14,754
33	2.3.2	Transportation Advisory Committee (TAC)	Regional	Bryan	Christine, Eleni	Administration of and participation in Transportation Advisory Committee (TAC) meetings.	1) Development of TAC agendas and meeting notes; 2) Facilitation of meetings as necessary; and 3) Participation of staff in TAC meetings.	ongoing	ongoing	\$ 25,384
34	2.3.2.3	Transportation Policy Planning	Regional	Charlie	Eleni, Jason, Christine	Monitor national, state, regional and local transportation policy development and assist in implementation efforts as appropriate.	1) Maintain an ongoing summary of policy efforts; 2) Implementation of policy objectives; 3) Provide comments on state policies/plans developed by VTrans, as appropriate; 4) Coordinate with VTrans and FHWA on transportation performance measures and targets; and 5) Work with VTrans on the new Congestion Policy for urban/suburban areas in the state/county.	ongoing	ongoing	\$ 9,810
35	2.3.3	Transportation Demand Management (TDM)	Regional	Bryan	Charlie	Managing regional TDM initiatives and projects in coordination with partners.	1) Coordinate/manage regional TDM projects and initiatives; and 2) Partner coordination with CarShare VT, Local Motion, CATMA, and other partners.	ongoing	ongoing	\$ 40,071

	A	B	C	D	E	F	G	H	I	AC
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3										
73	2.3.10.2	Real Time Traffic Information (separate grant)	Regional	Sai	Eleni	The CCRPC in close collaboration with VTrans and FHWA has implemented an advanced traffic monitoring system (ATMS) for five corridors in the county to collect travel times and average vehicle speeds through anonymously tracking Bluetooth (BT) devices carried by motorists (cell phones) and vehicles. The system is now being managed by VTrans.	Final Report to FHWA on the deployment and use of the Bluetooth devices in five Chittenden County corridors.	7/16	6/22	\$ 7,618
74	2.3.13	Corridor Planning & Coordination for Implementation Plan Advancement	Local/Regional	Eleni	Sai	Participate in VTrans' Transportation Corridor Management Planning efforts. Coordinate with Municipalities, VTrans (as appropriate) and other stakeholders to advance corridor implementation plans and continue advancement of local and regional corridor studies.	1) Coordination with municipalities, modal partners, VTrans and other stakeholders regarding implementation of local and regional corridor plans; and 2) Participation in VTrans' Transportation Corridor Management Planning efforts.	ongoing	ongoing	\$ 7,400
75	2.3.13.3	Burlington Winooski Avenue Corridor Study - Phase 3	Burlington	Bryan	Eleni	During Phase 2, a comprehensive multimodal transportation plan was developed for Winooski Avenue in Burlington from Riverside Ave to Howard St, that addresses safety, capacity, and connectivity for all modes. During Phase 3, a comprehensive Parking Management Plan for North Winooski Ave/Old North End will be conducted and based on the outcomes of this effort, short-term recommendations developed for the corridor.	Results of the parking management plan that will inform the short-term term multimodal improvements for North Winooski Avenue.	4/20	6/22	\$ 15,618
76	2.3.13.4	Chittenden County I-89 2050 Study (Regional)	Regional	Eleni, Charlie	Jason, Sai, Regina	This is the second year of a multiyear study. The broad intent of this study is to assess the safety, capacity, resiliency and other needs of Interstate 89 and all interchanges in Chittenden County; identify existing and future multimodal needs; develop and evaluate improvements strategies; examine transportation and land use impacts of possible new or expanded interchanges; determine asset management/maintenance needs; and develop an implementation plan for making investments.	Short and long term improvement plan for the I-89 Corridor and Interchanges in Chittenden County.	2/19	3/22	\$ 80,770
77	2.3.13.5	Chittenden County I-89 2050 Study (VTrans Funding)	VTrans	Eleni, Charlie	Jason, Sai	This is the second year of a multiyear study. The broad intent of this study is to assess the safety, capacity, resiliency and other needs of Interstate 89 and all interchanges in Chittenden County; identify existing and future multimodal needs; develop and evaluate improvements strategies; examine transportation and land use impacts of possible new or expanded interchanges; determine asset management/maintenance needs; and develop an implementation plan for making investments.	Short and long term improvement plan for the I-89 Corridor and Interchanges in Chittenden County.	2/19	3/22	\$ -
78	2.3.16	Scoping Studies (Local and Regional)	Local/Regional	Eleni		Continued advancement of local and regional scoping studies.	Coordination with municipalities, VTrans and other stakeholders regarding implementation of local and regional scoping studies.	Ongoing	ongoing	\$ 2,394
79	2.3.16.17	Lower Village Supplemental Scoping (Huntington)	Huntington	Jason		This supplemental scoping will build on previous work completed in 2016 to address pedestrian, bicycle, bus, truck and vehicular traffic in Huntington's Lower Village. This study will develop conceptual alternatives endorsed by the Selectboard that address safety, mobility, stormwater and other identified issues in the study area.	Preferred alternative endorsed by the town Selectboard for the Huntington Lower Village.	2/19	6/21	\$ 2,035
80	2.3.16.19	Queen City Park Road Bike/Ped Scoping (Burlington & So Burlington)	Burlington/South Burlington	Christine	Bryan, Melanie	This is Scoping Study to develop bicycle and pedestrian connections between the Hannaford Plaza on US Route 7 in South Burlington, along Queen City Park Road and Austin Drive to the Island Line Shared Use Path in Burlington. The project will include all required elements of a VTrans scoping study, such that the City of Burlington or City of South Burlington can pursue funding through the VTrans Bicycle and Pedestrian Program.	Final scoping report with preferred bicycle and pedestrian alternatives.	1/21	6/22	\$ 14,579
81	2.3.16.24	Jericho Riverside Village Sidewalk Scoping Study	Jericho	Christine	Marshall	Sidewalk scoping to close the network gaps around the Riverside village triangle.	A report summarizing the scoping process and identifying the preferred alternative.	7/20	6/21	\$ 3,228
82	2.3.16.26	South Burlington Multi-site Intersection Scoping	South Burlington	Sai	Jason	This project would evaluate alternatives for 2-3 roadway intersections that the City has identified as being likely candidates for upgrades in the coming years due to city objectives and/or new development. Evaluation could include examining options for signals vs roundabouts, and how to appropriately balance the needs of trucks, cars, bicycles, and pedestrians based on land uses, site conditions, and overall city transportation goals. Candidate intersections would be determined at the start of the project, but could include locations such as Old Farm Road / Kimball Ave; Spear Street / Quarry Hill Road; Hinesburg Road / Meadowland Dr (in coordination with the Agency of Transportation); and Swift Street / Spear Street.	Conceptual plans and preliminary cost estimates for evaluated intersection(s).	7/20	6/21	\$ 1,904
83	2.3.16.27	Williston Route 2A Connector Path Scoping Study	Williston	Christine	Sai	Scoping study to evaluate and identify the preferred alignment for a path connection along Beaudry Lane to Route 2A, then parallel to Route 2A to the Vermont State Employee's Credit Union. This path once constructed will connect Essex to Taft Corners.	Scoping report detailing the process and indicating the preferred alternative.	7/20	9/21	\$ 4,371

	AD	AE	AF	AG	AH	AI	AJ	AK	AM	BC	BD	BJ	BK	BL	BM	BN	BO	BP
	Task #	Trans. Related staff cost	Planning Related staff costs	Trans. Consultants Regionally Matched	Funding Source	Consultant Costs Match with Local Funding	GMT	Trans. Direct Expense	inkind	TOTAL NEW Transportation BUDGET FY21	Total Carryover from FY21	Fed/State/Muni Contract - Staff Costs	ACCD - Staff Costs	Muni - Staff Costs	Muni Contribution	Planning Direct Costs	Total Planning FY21	GRAND TOTAL
3																		
127	5.2.1		\$ 58,497		DEMHS					\$ -		\$58,497	\$0				\$58,497	\$58,497
128	5.2.4		\$ -		DEMHS					\$ -		\$0	\$0			\$0	\$0	\$0
129	5.2.5		\$ 2,017		DEMHS					\$ -		\$2,017	\$0				\$2,017	\$2,017
130	5.2.7		\$ -		DEMHS					\$ -		\$0	\$0				\$0	\$0
131	5.2.8		\$ 7,920		DEMHS					\$ -		\$7,920	\$0				\$7,920	\$7,920
132	5.3																	
133	5.3.6		\$ 5,216		UWNWV							\$3,000	\$2,216				\$5,216	\$5,216
134	6.0																	
135	7.0																	
136	7.1																	
137	7.1.1.2	\$ 66,048	\$ -		PL				\$ -	\$ 66,048								\$66,048
138	7.1.1.3		\$ 1,956		MUNI					\$ -		\$4,000					\$4,000	\$4,000
139	7.1.1.4	\$ 1,956	\$ -	\$ -	PL			\$ -	\$ -	\$ 1,956	\$ 1,750							\$3,706
140	7.1.1.7		\$ 2,347		Bond Bank					\$ -		\$2,347					\$2,347	\$2,347

