



Downtown Parking Initiative Advisory Committee
Friday, March 21, 2014
8:00 – 9:30 a.m.
BBA 3rd Floor Conference Room, 29 Church Street
MINUTES

ATTENDEES: Kelly Devine (BBA), Diana Colangelo (CEDO), Chapin Spencer & Brad Cummings (DPW), Mathew Chabot (Burlington Town Center), Dan Bradley and Kathleen Ryan (BTV residents), Jim Barr (UVM), Asa Hopkins (DPW Commission), Jeff Nick (JL Davis Realty), Christine Forde (RPC), John Killacky (Flynn Center), Jen Mincar (Office Squared)

I. ADMINISTRATIVE TASKS

*Input regarding how our meetings are run (i.e. agenda items) welcome. We want to make the *best* use of your expertise and time. Email Kelly: director@bbavt.org

Committee will continue to meet monthly. Schedule of Meetings:

- **April 18th, All meetings are on Friday. 8 to 9:30 am, BBA Offices**
- **May 23rd, Friday**
- **June 20th**
- **July 25th**

Motion to approve March 5th meeting minutes: Jim Barr. **Second:** Dan Bradley. **All in favor.**

II. GROUP EXERCISE

1. **Parking Stakeholders – Who is Impacted by Parking Changes (8:10 – 8:30)**
Group made a list of stakeholders and had some discussion about specific group. The final list included.
The Group will revisit this list and could expand and improve it. This list will be helpful in understanding how to communicate during pilot project.

III. PILOT PROJECT = Parklets

Meeting Goal: to get input/feedback on a single proposed pilot project which is time sensitive due to need for various levels of approval from the city.

Overall Goal of Pilot Projects:

- Educate
- Get feedback from users
- Collect data



Parklet Project – presentation by Chapin Spencer

A parklet is an on street parking space that is converted for use as either public or private space in the form of a park. Some parklets are just for sitting, others operate as café's .

Summary of Group Comments on Parklets:

- In BTV this would be a seasonal use only – where does the structure go off-season. Chapin mentioned it would be stored.
- Public/Private = DPW would like a combination of public and private uses; though private use requires more approval. DPW proposed a fee structure for private leasing of parklets.
- Concerned voiced about who manages use of public parklets. Chapin reported that Burlington PD has voiced similar concern.
- Group was generally in favor of locating parklets on the fringes of downtown.
- Question of whether this pilot might need a public design process.
- General concern about the message it sends about parking if we lead with this initiative that would remove parking spaces.

The consensus of the group was to wait until next year on this.

III. PARKING TEAM UPDATES

A. Parking & Travel Demand RFP (Kelly Devine)

Group discussed best way to move forward considering the timeline. RPC TAC Committee meets April 1st and can vote on a decision then. Otherwise there is a one month delay. Group agreed that if the subcommittee came to a decision that was accepted by all committee members, then that group was authorized to make the final decision.

B. Arts and Culture Community Meeting will be scheduled in April.

Adjourn

Next Meeting: Friday, April 18th from 8:00 – 9:30 a.m.

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