



**Downtown Parking Initiative Advisory Committee**  
**Wednesday, March 5, 2014**  
**8:00 – 9:30 a.m.**  
**BBA 3<sup>rd</sup> Floor Conference Room, 29 Church Street**  
**MINUTES**

**ATTENDEES:** Kelly Devine (BBA), Nate Wildfire (CEDO), Chapin Spencer, Pat Buteau (DPW), Mathew Chabot (Burlington Town Center), Dan Bradley and Kathleen Ryan (BTV residents), Max Tracy (City Council), Jim Barr (UVM), Jeff Nick (JL Davis Realty), Peter Keating and Michele Boomhower (RPC), John Killackey (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](mailto:director@bbavt.org)

**Motion to approve February 12<sup>th</sup> meeting minutes:** Jim Barr. **Second:** Dan Bradley. **All in favor.**

**II. PARKING TEAM UPDATES**

**a. Garage Assessment RFP Timeline** (Pat Buteau)

March 7<sup>th</sup>: Proposals due  
April 16<sup>th</sup>: City Council Approval Resolution  
April 17<sup>th</sup>: Award RFP to consulting firm  
June 10<sup>th</sup>: Draft due for comment  
June 16<sup>th</sup>: Presentation of final report

**b. Parking & Travel Demand RFP** (Kelly Devine)

Friday, March 14<sup>th</sup>: Deadline to submit proposals (extended one week)  
Tuesday, April 1<sup>st</sup>: Consulting Firm selected (but this will be extended one week)

Working Group Members: Dan Bradley, Kathleen Ryan and Parking Team

Working Group Purpose: review proposals; create short list of recommendations to PAC

Other Notes to Consider:

- Will be creative in how we could gather data for RFP
- Concurrently meet with interested private parking owners interested (who have great data!)
- If we provide data, CODE FOR BTV will analyze it for us for free
- Amtrak will be present in BTV; how to best accommodate anticipated parking in future (Meet with Melinda Moulton?)



## Meetings

### c. Faith Based

(Nate Wildfire)

#### Outcomes:

1. All groups (6-7 represented) do different things with parking; overall lack of communication. Example: Unitarian Church leases out spaces to office workers.
2. All groups interested in playing a role to better manage parking in Burlington.
3. Churches will act as a liaison to its attendees so that they can:
  - weigh in
  - influence change
  - gain insight/education

*\*Will try same tactic with Burlington cultural institutions (i.e. Flynn)*

#### Other Notes:

- Intent on keeping parking free until noon on Sundays (to retain church attendees).
- Alternative: "code" for churchgoers to type into multi-space meters (great way to collect data!)
- Parking Team made aware "2 hr free" also helps target group who need access to services

### d. Advisory Committee Talking Points (Kelly Devine)

Google Drive: PAC "talking points" one pager

We want all resources as easily accessible as possible via Google Drive, web landing page.

### e. DPW Commission Ordinance Revisions (Chapin Spencer)

The following ordinance revisions were passed unanimously:

- Street meters to accept other forms of payment (in addition to coinage)
- Recognition of meter *or* multi-space meters

## III. PILOT PROJECTS\*

Meeting Goal: to get input/feedback on *rough draft* of proposed pilot projects (all city pilots)

Overall Goal of Pilot Projects:

- Educate
- Get feedback from users
- Collect data

Plan of Action:

- Pilots will jumpstart Downtown Parking Initiative
- Pilots will provide data (on-street parking) to give to RFP firm
- Try out changes concurrently

*\*See attached Pilot Project Draft for notes*



#### Other Pilot Project Concerns:

**Q:** Would it be better to try out a less pilot projects for a longer duration of time?

**A:** More pilots=better. For instance, the Easy Park might be better for delivery trucks and contractors, but not be useful for out-of-towners (whereas pay by cell phone would). Gathering data allows us to see all possibilities.

**Q/A:** When implementing pilots, it is necessary to make clear that the temporary changes are being made with the intent to maximize *existing* parking resources.

**Q:** When we charge for parking after 6 pm, will we deter workers (i.e. restaurant folks) from wanting to work in Burlington?

**A:** Something to think about. Also: on-street parking will be free after 6 pm (just not garages).

#### **IV. Downtown Parking Initiative Logo Concepts**

Meeting Goal: initial feedback

- Select Design has been working with Kelly to put together some parking logo concepts
- Will be posted in Google Drive for review

- + Green, Blue, White colors
- +Like integration of universal parking symbol (P)

#### **V. City Council: Action Regarding Parking Minimums**

##### History

- Planning Department spent 2013 working to forward recommendation to eliminate parking minimums for new development (and eliminate parking minimum zoning requirements for existing buildings). It is a recommendation out of PlanBTV.
- Also the strongest recommendation from visiting parking experts during Parking Summit/Convening in November.

- Planning Commission: passed unanimously
- Ordinance Committee: passed 2:1
- City Council: Did not pass. Here's the reasoning:

1. If developers build ZERO parking the rest of BTV's parking system would become exasperated (could spill into residential parking).
2. This ordinance becomes a dichotomy of developers versus everyone else

Option: developers pay a certain amt of \$ if not required to build a certain # of spaces



City Council's Proposed Next Steps:

1. Planning Commission to regroup and consider an amendment to eliminate parking minimums for existing structures.
2. New development: evaluate to see if it makes sense to add an impact fee.

**Adjourn**

**Next Meeting:** Friday, March 21 from 8:00 – 9:30 a.m.  
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