



**CITY OF MONTPELIER
MONTPELIER, VERMONT**

Agenda for City Council Meeting

City Council Chambers, City Hall
Wednesday, July 9, 2014
6:30 P.M.

- 1) Call to Order by the Mayor
- 2) 14-169. General Business and Appearances
- 3) 14-170. Consideration of the Consent Agenda:
 - a) Approve Minutes from the June 25, 2014 Regular City Council Meeting. 
 - b) Approve a request from Julie Smart and Steve Pitonyak, *Meadow Neighborhood Party Committee*, for permission to close Summer Street (from Spring to Winter) for their “27th Annual Block Party” scheduled to be held on Saturday, August 16th, from 3:00 to 10:00 P.M. Their rain date would be Saturday, August 23rd. 
 - c) Approve a request for a waiver of the City’s Noise Ordinance for the above-mentioned *Meadow Neighborhood Party* in order to play music from 9:00 to 10:00 P.M.
 - d) Award the contract for Bituminous Concrete Paving - FY2015 
 - 1) The Public Works Department solicited Invitations for Bids through the local newspaper and on the Vermont Bid System for the scheduled summer paving work. Bids were opened on Thursday, July 3rd, 2014 at 10:00 A.M. A total of three Contractors requested the contract bid documents but only one sealed and competitive unit price bid was received and publicly opened (Bid Tabulation attached). In addition to asphalt paving of streets, the contract bid items include pavement reclamation, cold-plane/milling, excavation, sidewalk paving, curbing, and other incidental items. We also included a separate bid item for the paving of the Granite Street bridge deck as an “add-alternative”. Shimming of “Upper” Main Street was included in the bid quantities, but this work would only be performed if the low bid price was favorable and within budget.

- 2) The single bid received was submitted by Engineers Construction, Inc. (ECI) in the amount of \$532,787.00 as the base bid and \$10,600.0 for the bridge add-alternative giving us a Total Bid of **\$543,387.00**.
 - 3) ECI has successfully completed our annual paving contracts for several seasons in the past including the previous two seasons, and we have been very pleased with the quality of their work, project management approach and reliable schedules. A bid evaluation was conducted comparing the bid prices with our estimate of probable costs. This review revealed that the ECI bid is within, or slightly below, cost expectations for the various unit prices. The bid was not weighted, no irregularities were discovered and/or undue advantages revealed. Therefore, DPW staff has concluded that the low bid is in compliance with the contract instructions and requirements.
 - 4) The streets scheduled for various surface improvements through this contract will be: **Baldwin Street; Barre Street** (Main Street – Charles Street); **Main Street** (4 segments, Loomis Street – Towne Hill Road); **“Upper” Main Street** (shim only: Murray Hill Drive – E. Montpelier corporate boundary); **Greenock Avenue; Dyer Avenue; Emmons Street; Heaton Street and Woodrow Avenue** (contiguous section); **Freedom Drive; Gould Hill Road; Judson Drive; Putnam Street; and Witt Place**.
 - 5) Funding for the contract and for DPW supporting work (materials and equipment) is available from the Capital Improvement Plan (CIP), Resurfacing, Rehabilitation & Reconstruction Budget in the amount of \$561,365.00. For the Granite Street Bridge paving, this expense will be drawn from the Bridge Maintenance accounts.
 - 6) Recommendation: Award of the construction contract for Bituminous Concrete Paving FY 15 as recommended by Public Works staff to Engineers Construction, Inc. (ECI) in the amount of \$543,387.00 to include acceptance of the add-alternative bridge paving and designation of the City Manager as the duly authorized agent to execute the contract documents and any contract change orders if applicable.
- e) Payroll and Bills

- 4) 14-171. Consideration of setting the FY 2015 Municipal Tax Rate of \$0.9767, the Water/Sewer Benefit Charge of \$.02 and Sewer Separation Charge of \$.07; see attached memorandum from Finance Director. 
- 5) 14-172. Appointments to the Development Review Board 
- a) The 3-year terms of Kevin O’Connell and John Lindley, III expire this month.
 - b) Staff advertised for these positions and received responses from Kevin O’Connell and Jack Lindley, both seeking reappointment; and new applicants John Adams, Elinor Bacon and Glennie Sewell.
 - c) It is anticipated that City Council will enter into Executive Session in accordance with Title I, §313, Executive Sessions, (3) *The appointment or employment or evaluation of a public officer or employee.*
 - c) Recommendation: Following an opportunity to meet and ask questions of the candidates, enter into Executive Session; return to public session and announce appointments to fill the two, 3-year terms on the Development Review Board.
- 6) 14-173. One Taylor Street Redevelopment – Discussion of Use
- a) Council conducted a Public Hearing at their June 25th meeting which allowed the public to offer direct comments to the Council about their preferences. Richard Heaps from Northern Economic Consulting, Inc., Westford, Vermont, was in attendance to answer questions.
 - b) Prior to the June 25th hearing, parties from Redstone Commercial Group and the Capitol Plaza reached an agreement; the following is an excerpt from the joint statement they released: “As a neighbor to the project, the Capitol Plaza will work with the City of Montpelier to provide the easement necessary across the Capitol Plaza property to complete the bike path portion of the project. Redstone, in turn, has decided not to pursue a hotel or other lodging establishment on the 1 Taylor Street property.” This allowed the discussion to center around office space vs. residential units during the hearing.
 - c) This project is #7 on the City Council’s list of Goals for 2014-15: ***“Make significant progress on three major outstanding capital projects: District Heat, Transit Center and Montpelier Bike Path.”***

- d) Recommendation: Further discussion, and possible input from citizens; direction to staff and the developer.
- 7) 14-174. Discussion regarding the Public Safety Authority
 - a) This item is a follow up to City Council's Goal #1: ***"Balance and control municipal budgeting, taxes and services relative to current population and grand list tax base, Subsection, "Further explore inter-municipal and intra-municipal agreements, as well as the possibility of merged services to find efficiencies."***
 - b) City Councilors Tom Golonka and Dona Bate will provide Council with an update.
 - c) Recommendation: Receive update; discussion; possible direction to the PSA reps and/or staff.
- 8) 14-175. Discussion of the Council Goal #3: ***"Alleviate parking pressures in Montpelier to maintain a vibrant downtown."*** 
 - a) Staff will report out on the action step of: "Explore feasibility of parking structures in Montpelier."
 - b) Recommendation: Receive update; discussion; possible direction to staff.
- 9) 14-176. Discussion of the Council Goal #5 ***"Create a hospitable environment for development."*** 
 - a) Staff will report out on the action step of "Adopt an economic development strategic plan."
 - b) Staff recommends hiring a consultant to work with the Director of Planning and Community Development on the development of an Economic Development Strategic Plan. A proposed scope for this work is attached.
 - c) Recommendation: Receive update from staff; discussion; direction to staff.
- 10) 14-177. Reports by City Council
- 11) 14-178. Mayor's Report

- 12) 14-179. Report by the City Clerk
- 13) 14-180. Status Reports by the City Manager

Meeting with Attorney Robert Fletcher regarding the *Vermont College of Fine Arts vs. City, Tax Appeal* Case.

- a) It is anticipated that the entire substance of this update/discussion will be conducted in Executive Session in accordance with Title I, §313, Executive Sessions, (a) (1) “*Contracts, labor relations agreements with employees, arbitration, mediation, grievances, civil actions, or prosecutions by the state, where premature general public knowledge would clearly place the state, municipality or other public body, or person involved at a substantial disadvantage.*”

- 14) *Adjournment*

BOARD/COMMITTEE MEMBER'S NAME	TERM	EFFECTIVE DATE	EXPIRATION DATE	DEADLINE FOR APPLICATIONS	DATE OF CITY COUNCIL APPOINTMENT	INITIAL YEAR OF APPOINTMENT
DESIGN REVIEW COMMITTEE:						
Stephan Everett	3-year	9/14/2011	09/14/14	9/4/2014	9/10/2014	1996
Kate Coffey	3-year	9/14/2011	09/14/14	9/4/2014	9/10/2014	2010
Eric Gilbertson	3-year	9/14/2011	09/14/14	9/4/2014	9/10/2014	1999
Jay White	3-year	4/11/2012	04/11/15	4/2/2015	4/8/2015	2009
Seth Mitchell, Alternate	3-year	9/16/2012	09/26/15	9/17/2015	9/23/2015	2012
Liz Pritchett, Alternate	3-year	9/26/2012	09/26/15	9/17/2015	9/23/2015	2012
James Duggan	3-year	9/26/2012	10/28/15	10/22/2015	10/28/2015	2008

DEVELOPMENT REVIEW BOARD:						
Kevin O'Connell	3-year	7/13/2011	7/23/2014	7/17/2014	7/23/2014	1999
John Lindley, III	3-year	7/13/2011	7/23/2014	7/17/2014	7/23/2014	1999
James LaMonda	3-year	7/18/2012	8/10/2014	8/7/2014	8/13/2014	2011
Kate McCarthy, Alternate	1-year	9/11/2013	9/11/2014	9/4/2014	9/10/2014	2013
Michael Sherman, Alternate	1-year	9/11/2013	9/11/2014	9/4/2014	9/10/2014	2013
Phil Zalinger	3-year	7/18/2012	7/18/2015	7/2/2015	7/8/2015	1997
Roger Cranse	3-year	7/18/2012	7/18/2015	7/16/2015	7/22/2015	1997
Daniel Richardson	3-year	7/10/2013	7/14/2016	7/7/2016	7/13/2016	2007
Joshua O'Hara	3-year	7/10/2013	7/14/2016	7/7/2016	7/13/2016	2012

PLANNING COMMISSION:						
Eileen Simpson	2-year	8/22/2012	8/25/2014	8/21/2014	8/27/2014	2011
Kimberly Cheney	2-year	8/22/2012	8/25/2014	8/21/2014	8/27/2014	2011
Alan Goldman	2-year	8/22/2012	8/25/2014	8/21/2014	8/27/2014	2006
Jesse Moorman	2-year	8/22/2012	8/25/2014	8/21/2014	8/27/2014	2008
Thomas Nolan, Ex-officio Youth Member	1-year	10/9/2013	10/9/2014	10/2/2014	10/8/2014	2012
John Bloch	2-year	4/10/2013	3/25/2015	3/19/2015	3/25/2015	2009
Jon Anderson	2-year	10/9/2013	10/9/2015	9/17/2015	9/23/2015	2010
Tina Ruth	2-year	10/9/2013	10/9/2015	9/17/2015	9/23/2015	2010

CONSERVATION COMMISSION:						
Mahima Poreddy, Ex-officio Youth Member	1-year	10/9/2013	2/13/2014	10/2/2014	10/8/2014	2013
Roy Schiff	3-year	1/20/2011	2/13/2014	2/6/2014	2/12/2014	2006
VACANT SEAT						
Ben Eastwood	3-year	3/26/2014	1/22/2015	1/15/2015	1/21/2015	2013
Christopher Hilke	2-year	1/24/2013	1/24/2015	1/15/2015	1/21/2015	2009
Mary Harbaugh	2-year	2/13/2013	2/13/2015	2/5/2015	2/11/2015	2013
Shawn White	3-year	6/13/2012	6/13/2015	6/4/2015	6/10/2015	2012
John D. Fox	4-year	10/9/2013	6/25/2016	6/16/2016	6/22/2016	2013
Jim Murphy	3-year	2/12/2014	2/12/2017	2/2/2017	2/8/2017	2014
2 Vacant Alternate Seats	1-year					

MONTPELIER HOUSING AUTHORITY:						
Ed Larson	5-year	10/9/2009	10/9/2014	10/2/2014	10/8/2014	
John J. McCullough, III	5-year	10/9/2010	10/9/2015	9/17/2015	9/23/2015	
Paul Audy	5-year	10/9/2011	10/9/2016	10/6/2016	10/12/2016	2006
Christine Zern	5-year	10/9/2012	10/9/2017	10/5/2017	10/11/2017	2007
Steve Coble	5-year	10/13/2013	10/9/2018	10/4/2018	10/10/2018	2003

BUSINESS LOAN FUND COMMITTEE

Claude Stone	2-year	1/9/2013	1/12/2015	1/8/2015	1/14/2015	2005
Beth Boutin	2-year	1/9/2013	1/12/2015	1/8/2015	1/14/2015	2007
Kim Phalen	3-year	1/26/2012	1/26/2015	1/15/2015	1/21/2015	2003
Stephen Klein	3-year	1/26/2012	1/26/2015	1/15/2015	1/21/2015	2003
Jo Ann Corski	3-year	9/18/2013	9/22/2016	9/8/2016	9/14/2016	2010

HISTORIC PRESERVATION COMMITTEE:

Anthony Otis	3-year	9/14/2011	9/22/2014	9/4/2014	9/10/2014	2004
Eric Gilbertson	2-year	9/26/2012	9/22/2014	9/4/2014	9/10/2014	2008
James Duggan	2-year	9/26/2012	9/22/2014	9/4/2014	9/10/2014	2008
Stephen Bousquet	2-year	9/18/2013	9/22/2015	9/17/2015	9/23/2015	2013
Helen Husher	3-year	9/18/2013	9/22/2016	9/8/2016	9/14/2016	2011

MONTPELIER COMMUNITY FUND BOARD:

Warren Vail, III	2-year	8/22/2012	8/11/2014	8/21/2014	8/27/2014	2012
Bernie Lambek	2-year	8/22/2012	8/22/2014	8/21/2014	8/27/2014	2012
Eliza Dodd	3-year	8/22/2012	8/22/2015	8/20/2015	8/26/2015	2012
Julie Hendrickson	3-year	8/22/2012	8/22/2015	8/20/2015	8/26/2015	2012
Beth Boutin	1-year	8/14/2013	8/14/2016	8/4/2016	8/10/2016	2012

TREE BOARD:

Abby Colihan	3-year	4/11/2012	4/11/2015	4/2/2015	4/8/2015	2004
Sarah Hoffmeier	3-year	2/27/2013	2/27/2016	2/18/2016	2/24/2016	2010
John Akielaszek	3-year	2/27/2013	2/27/2016	2/18/2016	2/24/2016	2013
Jeff Schumann	3-year	2/27/2013	2/27/2016	2/18/2016	2/24/2016	2013
John Snell	3-year	4/10/2013	4/10/2016	4/7/2016	4/13/2016	2004
Ken Libertoff (not official member)						2013

MSAC ADVISORY BOARD:

Elizabeth Dodge	1-year	6/1/2013	6/1/2014			
Peter Harris	1-year	6/1/2013	6/1/2014			
Frank Woods	1-year	6/1/2013	6/1/2014			
Sylvia Kingsbury	2-year	6/1/2013	6/1/2015			
Jane Osgatharp, Vice Chair	2-year	6/1/2013	6/1/2015			
Janet Ressler	2-year	6/1/2013	6/1/2015			
Fran Krushenick	3-year	6/1/2013	6/1/2016			
Tina Muncy, Chair	3-year	6/1/2013	6/1/2016			
Sue Stukey, Secretary	3-year	6/1/2013	6/1/2016			

(Board is elected by MSAC membership)

**DOWNTOWN IMPROVEMENT DISTRICT
COMMITTEE**

Phil Zalinger	1-year	6/12/2013	6/12/2014	6/5/2014	6/11/2014	2013
Karen Williams-Fox	1-year	6/12/2013	6/12/2014	6/5/2014	6/11/2014	2013
Steve Cook	1-year	6/12/2013	6/12/2014	6/5/2014	6/11/2014	2013
Claire Benedict	1-year	6/12/2013	6/12/2014	6/5/2014	6/11/2014	2013
Jason Cheney	1-year	6/12/2013	6/12/2014	6/5/2014	6/11/2014	2013
Jesse Jacobs	2-year	6/12/2013	6/12/2015	6/4/2015	6/10/2015	2013
Kevin Ellis	2-year	6/12/2013	6/12/2015	6/4/2015	6/10/2015	2013
Mary L. Collins	2-year	6/12/2013	6/12/2015	6/4/2015	6/10/2015	2013

Bob Watson	2-year	6/12/2013	6/12/2015	6/4/2015	6/10/2015	2013
Kim Bent	2-year	6/12/2013	6/12/2015	6/4/2015	6/10/2015	2013
Jessica Edgerly-Walsh (non-voting Council rep)						
Kevin Casey, Staff						
* All terms will be 2-year						

BOARDS/COMMITTEES

WITH NO SET TERMS:

ADA Committee
 Bicycle Advisory Committee
 Budget Study Committee
 One Taylor Street Design Committee
 Charter Revision Committee
 Energy Committee
 Montpelier Foundation
 GMTA Circulator Committee
 Montpelier Housing Trust Fund
 Parking Advisory Committee
 Pedestrian Committee
 Reapportionment Committee
 Reappraisal & Assessment Oversight Comm.
 Regional Public Services Committee
 Streetlighting Advisory Committee
 Traffic Committee

CITY OF MONTPELIER, Vermont
Department of Public Works

Bituminous Concrete Paving, Municipal Streets, FY2014
Bid Opening Tuesday, July 3, 2014 10:00 AM

Item	Description	Est Quantity	Unit	ECI		City Estimate	
				Unit Price	Total Price	Unit Price	Total Price
210.100	Cold Planing, Bituminous Pavement	13,986	SY	\$ 3.50	\$ 48,951.00	\$ 7.00	\$ 97,902.00
310.200	Reclaimed Stabilized Base	8,628	SY	\$ 4.00	\$ 34,512.00	\$ 3.00	\$ 25,884.00
402.130	Aggregate Shoulders, RAP	65	TON	\$ 35.00	\$ 2,275.00	\$ 30.00	\$ 1,950.00
404.650	Emulsified Asphalt	463	CWT	\$ 1.00	\$ 463.00	\$ 2.00	\$ 926.00
406.250	Bituminous Concrete Pavement (Types II, III & IV)	4,188	TON	\$ 85.00	\$ 355,980.00	\$ 90.00	\$ 376,920.00
406.25H	Bituminous Concrete Pavement (Handwork)	47	TON	\$ 250.00	\$ 11,750.00	\$ 200.00	\$ 9,400.00
616.305	Bituminous Curb (Type A)	1,557	LF	\$ 14.00	\$ 21,798.00	\$ 10.00	\$ 15,570.00
616.400	Remove & Reset Granite Curb	58	LF	\$ 100.00	\$ 5,800.00	\$ 45.00	\$ 2,610.00
618.100	Portland Cement Concrete Sidewalk	121	SY	\$ 120.00	\$ 14,520.00	\$ 125.00	\$ 15,125.00
618.150	Bituminous Concrete Sidewalk	95	TON	\$ 200.00	\$ 19,000.00	\$ 165.00	\$ 15,675.00
618.300	Detectable Warning Surface	96	SF	\$ 40.00	\$ 3,840.00	\$ 50.00	\$ 4,800.00
646.200	4" White Edge Line	6,110	LF	\$ 0.20	\$ 1,222.00	\$ 0.10	\$ 611.00
646.210	4" Yellow Line	6,110	LF	\$ 0.20	\$ 1,222.00	\$ 0.08	\$ 488.80
646.501	Durable Crosswalk Marking	238	LF	\$ 30.00	\$ 7,140.00	\$ 10.00	\$ 2,380.00
900.635	Calcium Chloride (Liquid)	2,157	GAL	\$ 2.00	\$ 4,314.00	\$ 2.00	\$ 4,314.00
TOTAL BID AMOUNT				-	\$ 532,787.00	-	\$ 574,555.80
ADD ALTERNATE:							
	Granite Street Bridge Paving (All Inclusive)	53	TON	\$ 200.00	\$ 10,600.00		
	Bid Bond	Yes					
	Addendum #1	Yes					

CITY OF MONTPELIER, Vermont
Department of Public Works

Bituminous Concrete Paving, Municipal Streets, FY2014
Bid Opening Tuesday, July 3, 2014 10:00 AM

Item	Description	Est Quantity	Unit	ECI		S.T. Paving No Bid Submitted		Pike No Bid Submitted	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
210.100	Cold Planing, Bituminous Pavement	13,986	SY	\$ 3.50	\$ 48,951.00				
310.200	Reclaimed Stabilized Base	8,628	SY	\$ 4.00	\$ 34,512.00				
402.130	Aggregate Shoulders, RAP	65	TON	\$ 35.00	\$ 2,275.00				
404.650	Emulsified Asphalt	463	CWT	\$ 1.00	\$ 463.00				
406.250	Bituminous Concrete Pavement (Types II, III & IV)	4,188	TON	\$ 85.00	\$ 355,980.00				
406.25H	Bituminous Concrete Pavement (Handwork)	47	TON	\$ 250.00	\$ 11,750.00				
616.305	Bituminous Curb (Type A)	1,557	LF	\$ 14.00	\$ 21,798.00				
616.400	Remove & Reset Granite Curb	58	LF	\$ 100.00	\$ 5,800.00				
618.100	Portland Cement Concrete Sidewalk	121	SY	\$ 120.00	\$ 14,520.00				
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618.300	Detectable Warning Surface	96	SF	\$ 40.00	\$ 3,840.00				
646.200	4" White Edge Line	6,110	LF	\$ 0.20	\$ 1,222.00				
646.210	4" Yellow Line	6,110	LF	\$ 0.20	\$ 1,222.00				
646.501	Durable Crosswalk Marking	238	LF	\$ 30.00	\$ 7,140.00				
900.635	Calcium Chloride (Liquid)	2,157	GAL	\$ 2.00	\$ 4,314.00				
TOTAL BID AMOUNT				-	\$ 532,787.00	-	\$ -	-	\$ -
ADD ALTERNATE:									
	Granite Street Bridge Paving (All Inclusive)	53	TON	\$ 200.00	\$ 10,600.00				
Bid Bond				Yes					
Addendum #1				Yes					



Carr Lot Replacement Parking Study

Submitted by:

Wilbur Smith Associates
Shelburne Commons
4076 Shelburne Road
Shelburne, VT 05482
(802) 985-2530 (v)
(802) 985-8175 (f)
www.wilbursmith.com

and

Douglas McCallum, Architect
1 Pier Eight
Charlestown, MA 02129
(617) 290-8682
douglasmccallum@comcast.net

January, 2005



Wilbur Smith Associates

Shelburne Commons
4076 Shelburne Road, Suite 7
Shelburne, VT 05482
(802) 985-2530
(802) 985-8175 fax
www.wilbursmith.com

January 26, 2004

Mr. Jon Anderson, Chair
Carr Lot Committee
City of Montpelier
39 Main Street, City Hall
Montpelier, VT 05602

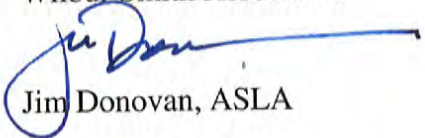
Subject: Carr Lot Replacement Parking Study

Dear Jon:

It is truly our pleasure to submit the final report to you for the Carr Lot Replacement Parking Study. The information and recommendations included in this report are the result of a collaborative effort between your committee, the City of Montpelier and our office.

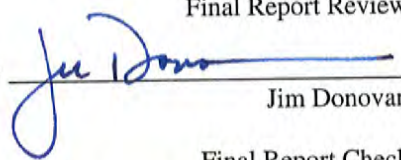
We thank you for the opportunity to undertake this work with you. Please let us know if you have questions on the information included in this final report.

Cordially,
Wilbur Smith Associates



Jim Donovan, ASLA

Final Report Review

By: 
Jim Donovan

Final Report Check

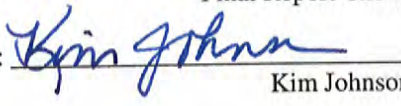
By: 
Kim Johnson

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Appendices

- Appendix A. A Summary of Previous Parking Studies
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- Appendix D. First Public Work Session
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- Appendix F. City Council Presentation
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I. Introduction

A. Purpose of the Study

The City of Montpelier has been pursuing the development of a transit center on what is locally known as the Carr lot. This lot is currently used as a bus station and parking area. While the bus station would be contained within the new transit center, all of the existing parking spaces would not. The Carr Lot Committee (the Committee) has been working for the last few years to move this transit center project for this site forward. They have calculated that 130 spaces would be lost with the development of the proposed transit center on the Carr lot.

The purpose of this study is to help the Committee determine if a suitable site can be found in the Montpelier Downtown area to accommodate the lost or displaced parking.

The City of Montpelier Parking Committee's report lays out a five year list of strategies designed to address an existing parking space deficiency of 600 spaces in the City's downtown area. While various parking management strategies could eliminate the need for 250 spaces, the downtown is still faced with an existing 350 space shortfall. The shortfall would be increased by an additional 130 spaces with the reduction in the number of parking spaces that could be provided on the Carr Lot if it is developed as a transit center.

Numerous sites within the City have been considered for further parking development. None of these sites contained enough land area to accommodate additional parking without some form of structure. Most of these sites are surrounded by existing buildings of various uses that could be affected by an adjacent parking structure and the vehicular traffic it would bring to the adjacent streets. Visual impacts, compatibility of land uses, roadway and intersection improvements, and construction and utility requirements need to be considered when examining potential replacement sites.

The City began this study so that there would be an organized evaluation of these various issues for up to four possible replacement sites. The City asked that the Committee make one of three possible decisions, based on the outcome of this work:

1. A replacement site with a parking garage that is feasible on at least one and possibly several parcels, but one particular parcel is a preferred location which would lead to the City moving forward with design and engineering for a parking garage at the preferred location as budgets allow.
2. A parking garage is not feasible on any of the four parcels considered and the City will undertake further analysis on additional parcels within the downtown area.
3. A parking garage is not feasible on any of the four parcels considered and the City will complete further analysis on additional parcels outside of the downtown area in conjunction with a more aggressive shuttle system to outlying parking areas.

B. Organization of the Report

After this introduction in Section I, Section II briefly describes the existing conditions in the larger study area.

Section III describes the different final alternative sites that were considered.

Section IV includes the final recommendations of the report.

C. Analysis Process

To undertake the Study, the City of Montpelier (the City) staff, working with the Committee, selected Wilbur Smith Associates (WSA) to undertake the analysis. WSA began the work by reviewing the various parking studies already completed for the downtown area; **Appendix A** includes a summary of these studies. They then reviewed the location of the existing public parking areas in the Downtown Montpelier area to determine the potential for the inclusion of additional parking. To this, WSA added large State or private parking lots for further consideration. Proximity and quick access to the Carr lot, either by foot or a shuttle bus, as well as desire to place most of the replacement parking in one location, were the two main criteria for doing the initial screening of sites. WSA's initial list included:

- Capitol Plaza lot,
- Court Street,
- The Hunger Mountain Coop lot (with shuttle),
- The North Branch (Jacob's) parking lot,
- The Department of Education and Training lot (with shuttle)*,
- The First Church of Christ Scientist and Union Mutual Insurance Company lots (corner of State and Bailey),
- The Pitkin lot,
- The Vermont Mutual Insurance Company lot,
- Lots between 136 and 144 State Street*,
- Lots behind 128/132 State Street*, and
- Lots behind 144 and 146 State Street*.

Appendix B includes a short comparison table prepared by WSA for discussion with the Committee that shows the pros and cons of each site. During the course of the consideration of these alternatives, the State decided that it did not want State properties considered for use as a replacement site for the Carr lot parking. The decision removed four of the sites from the overall list of eleven (those with an asterisk in the list). **Figure 1** provides a view of the location of the remaining parcels.

WSA also prepared a simple public survey to help understand how people are currently using the parking on the Carr lot and to gather comments in general about what may be the most

important reasons for using the Carr lot parking. **Appendix C** contains copies of the survey and the results. The Committee reviewed the properties and the results of the survey and, with the assistance of public input at an open work session, settled on two potential sites for further examination: the Capitol Plaza and the North Branch (Jacob's) lot. **Appendix D** contains notes from the first work session.

Following this, WSA prepared more detailed sketches of how a parking structure could be developed on each of these sites. After discussions with the Committee and input from an initial public work session, the plans were refined to a single proposal for the Capitol Plaza site and two options for the North Branch site. After preparing a more detailed analysis of the three options, the Committee, with WSA's assistance, again opened the discussion to the public at an informal work session. This second work session presented the Capitol Plaza and North Branch plans as well as additional plans being discussed by the City to create a parking garage behind City Hall. **Figures 5, 6, 9, 10, and 11** contain copies of the revised plans and **Appendix E** contains a copy of the information presented at the second work session.

Because there was not a clear and obvious choice, the Committee asked for the consideration of another possibility, which extended a parking structure on the Capitol Plaza lot south across the railroad tracks to the Carr lot itself. The Committee deliberated further on the various options and determined that the Capitol Plaza/Carr lot options were not workable. **Table 1** is an evaluation matrix that compared the Capitol Carr lot options with the North Branch and Capitol Plaza options. After a third public meeting on the project held by the City Council, the Committee decided that two of the remaining options, the Capital Plaza layout and the North Branch layout #1 both held promise. They decided to proceed with further analysis of each of these possibilities as part of the overall National Environmental Protection Act (NEPA) analysis of the Multi-modal center project. **Appendix F** contains a copy of the presentation provided at the City Council public meeting.

II. Existing Conditions

A. The Carr Lot

The Carr lot is a 1.16 acre parcel of land in downtown Montpelier that is bounded by the Winooski River on the south, the North Branch on the East, the Washington County Railroad on the north and Taylor Street on the west. (While it is, in fact, used as a lot for cars, it is called the Carr lot because it is owned by Alan Carr.) Vehicular access to the site is via two curb cuts on Taylor Street. Pedestrian access, both official and unofficial, is via Taylor Street, a pedestrian crossing of the railroad at the eastern end of the site, or a pedestrian walkway on the south side of the railroad bridge over the North Branch.

Most of the gravel-covered site is leased by the City for municipal parking. A temporary structure at the west end of the site provides an office and shelter for a regional bus stop.

The site currently provides approximately 95 parking spaces with day-long parking tickets required. Tickets can be obtained from a machine on site. With the structures gone and an efficient layout, the Carr lot could provide a total of 130 spaces, the number of spaces that need to be replaced.

B. Other Properties

There are numerous other properties around the Carr lot that currently provide parking. Some of the lots are private, providing parking for specific business, some are owned by the State and used for State employees, and others are owned or leased by the City for use as public parking areas. Most of the public areas have some form of payment required for parking. Payment is either in the form of monthly permit, a daily fee paid to a small ticket machine at each lot, or hourly meters. **Figure 1** provides an overview of these parking areas.

C. Circulation

Primary vehicular circulation in the Downtown area near the Carr lot is accommodated on Taylor, State and Main Streets. Memorial Drive, on the south side of the Winooski River, provides access between the Downtown and the interstate and to Berlin and Barre to the east. The bridges over the Winooski River and North Branch are one of the primary limitations to expanding the current roadway system in the Downtown. **Figure 1** provides an overview of the streets in the Study Area.

Pedestrian circulation in the downtown area primarily follows the roadways via sidewalks and crosswalks. One significant exception is the unofficial pedestrian use of the railroad bridge over the North Branch that connects the Carr lot with properties on Main Street.

The Washington County Railroad runs along the northern side of the Carr lot and divides it from most of the other sites in the downtown area. An existing pedestrian railroad crossing has been legally established at the eastern end of the Carr lot, connecting it to the Heney property on the north side of the railroad, east of the Capitol Plaza lot.

D. Surveys

As part of the information gathering process of this study, the City, with the help of WSA, distributed an informal survey on the windshields of the cars parked in the Carr lot for approximately a week in January 2004. The survey asked questions relating to why and how often the users parked in the lot. A second survey was more broadly distributed downtown during the same time period to gather information about the parking habits and preferences of others who park in the downtown. The survey results showed that of those that responded, most parked in the lot all day, worked near the lot, and used it when nothing else was available. Most of them indicated that they would not want to walk further than five

minutes to get to their destination, and that they were not interested in taking a free shuttle bus ride to free, outlying parking. The most important factors to them in deciding where to park are a convenient location followed by the cost of parking. **Appendix B** contains a copy of the survey and a summary of the results of the survey.

Of those that responded to the general survey, most drive Downtown for work, are about evenly split between using parking meters and using parking lots, and look for inexpensive parking that is within a five minute walk of their destination when they need to park in the City. **Appendix B** contains a copy of the survey and a summary of the responses.

E. Parking Efficiency

When planning parking structures, one of the goals is to plan for efficient parking: getting the most parking for the least amount of concrete. If a 9 x 18-foot parking space takes up 162 square feet (SF) and the one half of the aisle space behind it takes up another 72 SF, the total space would be 270 SF. Thus, a parking structure that has about 300 SF per parking space would be a very efficient parking structure. Efficiencies of up to 350 SF per parking space are considered good.

To maximize efficiency, it is usually necessary to provide ninety degree parking on both sides of a two-way ramp spiraling upward. In this way, the parking is as efficient as possible, and the parking aisles double as the ramps that take users up into the structure. There can be additional level deck areas served by the ramp, as long as they have ninety degree parking. To make the spiral work, this layout consequently needs two 60-foot wide (minimum) aisles side-by-side, creating a 120-foot wide structure, as **Figure 2** shows. The length of each aisle needs to be at least one half of the distance needed to rise from floor to floor with a grade of less than five percent, which is a maximum rise of one foot for every twenty feet of distance. If each floor is ten feet higher than the other, then each aisle would need to be 100 feet long to rise five feet at a five percent grade.

These guidelines helped in the initial screening of the sites under consideration, as well as led to the proposed designs for those sites that were considered.

III. Alternatives

A. Introduction

The Committee selected two alternate sites for further consideration: the Capitol Plaza parking lot and the North Branch parking lot. Both of these lots are privately owned. The City currently holds a lease on the use of 61 of the more than 100 parking spaces on the Capitol Plaza lot and holds a lease on the entire use of the North Branch lot for public parking. Several rounds of layouts were discussed until the Committee and WSA developed plans that appeared to be workable within the limitations of each lot.

Both Capitol Plaza and the North Branch sites had special conditions that needed to be met as the plans were refined. For the Capitol Plaza lot, the design needed to:

- Keep the new parking structure totally within the Capitol Plaza parcel;
- Maintain a view corridor to the south across the Capitol Plaza parcel from the upper levels of the Capitol Plaza Hotel;
- Provide for the potential future development of the Barre Street Extension;
- Continue to provide vehicular access to the parking located on the adjacent Christ Church property;
- Provide easy pedestrian access to the Hotel and State Street; and
- Allow easy access from both Taylor Street and State Street.

Figure 3 graphically depicts this information.

For the North Branch/Jacob's lot, the design could, if needed for efficiency, extend onto the adjacent lands to the south owned by the Dickey Trust and the Vermont Association for the Blind. The design for this site also needed to:

- Locate the main entrance so that it could function well with the future Barre Street Extension;
- Provide sufficient clearance and turning movements on the ground level to allow truck access to the rear of the buildings surrounding the parking area;
- Plan for future pedestrian access directly to the upper levels of the buildings surrounding the parking area;
- Maintain and even enhance the existing vegetated bank of the North Branch River;
- Maintain the existing Aubuchon Hardware building that borders the southern side of the existing municipal parking area;
- Provide easy pedestrian access to Main Street and the rear of the businesses surrounding the parking area; and
- Continue to allow access via Main Street;

Figure 4 graphically depicts this information.

The development of the final conceptual layouts for these two sites resulted in one plan for the Capitol Plaza site and two layouts for the North Branch site.

In developing the potential parking structure layouts for each site, WSA took a conservative approach. Possible layout or design options that were not certain or were based on unfounded assumptions were eliminated. Neither the City nor WSA wanted the analysis decisions to be based on possibilities that might not be realized, with the result that the entire analysis based on such unfounded possibilities would then be invalid.

An example of such an assumption would to base the analysis on the ability to construct at least one level of a parking structure below grade. If the economics, potential impacts or community support for the parking structure required the first level to be underground, but

later work found that it would not be possible to construct one level below grade, the entire study would no longer be valid. The concepts in this report do not eliminate the use of such possibilities in the future; they are just not reliant on them for the conclusions of the study to be valid. Consequently, if the analysis assumed that the structure must all be above grade and it is subsequently found that the first level could be placed below grade, then the capacity of the overall structure could be increased, or its visual impacts and height could potentially be reduced.

B. Capitol Plaza

The Capitol Plaza layout provides for a rectangular parking structure approximately 200 feet long by 120 feet wide. **Figures 5 and 6** provide sketches of the proposed layout. One vehicular access point is at the northwest corner to serve traffic from State Street. A second vehicular access point is on the southwestern corner of the structure to serve those motorists arriving via Taylor Street. Pedestrian access stairways and elevators are located in the two northern corners to leave the southern corners free for the future Barre Street Extension.

The proposed garage would redesign the layout of many of the existing surface parking spaces, not only inside the structure, but outside the structure on the surrounding approaches. A total of 107 spaces would be removed to accommodate the new parking structure and access ways. Overall, the four-story structure will provide approximately 240 new spaces. When the 107 lost spaces and the 130 spaces to replace those on the Carr Lot are considered, this structure will provide approximately 35 new parking spaces in the downtown area.

The layout of the garage is based on a two-way ramp that spirals upward. Motorists enter and drive up the ramp until they find a parking space. When exiting, they pull out of the space and return down the same ramp to the exit.

The need to maintain a view corridor from the Hotel and to stay off the Church property dictated that the garage needed to intrude into the proposed location for the Barre Street Extension. The layout has therefore been planned so that the southern half of the first level could be converted to use as the Barre Street right-of-way, with the future roadway traveling under the upper levels of the parking structure. The clearance on the first level planned to be 15 feet; to allow for full use of the future Barre Street Extension through the first level of the site. Allowing for two feet of structure would place the second level 17 feet higher than the first. Each subsequent upper level would only be ten feet higher than the level below. Thus, the overall height of the parking structure would be approximately 48 feet tall, including screening around the top level.

There is insufficient room within the limits of the proposed structure to bring vehicles up to the second level at 17 feet high on a gradual ramp that also allows parking. Thus, a steep ramp brings vehicles to the second level, after which the ramps continue gradually upward, rising five feet at each level change.

Figure 7 provides a view of the basic shape of the Capitol Plaza structure as viewed from the Carr Lot; **Figure 8** shows a view of from State Street. **Appendix G** contains additional photo simulations.

C. North Branch

1. Two Possible Layouts

The need to provide truck access to the rear of the buildings surrounding the existing North Branch parking area creates the need to choose between parking efficiency and truck circulation efficiency. The limited truck access to the North Branch parking area is currently via two narrow access ways from Main Street between buildings, and from further south on Main Street near the railroad track and behind the back of the buildings on Main Street. Two of the access ways are on the south side of the Aubuchon Hardware extension and one is on the north side. **Figure 4** shows the current layout and access to the site. Trucks currently do not make many deliveries to the rear of the buildings that back up to the North Branch lot, but it is hoped that a new layout on the ground level will make its use more attractive.

There is only about 35 feet between the rear of the Aubuchon building and the end of the existing pavement at the top of the bank of the North Branch River. Due to the various restrictions on the parking structure layout, as described above, the ramp to the upper levels can only be placed along the western edge of the site, adjacent to the North Branch. To provide a ramp that is gradual enough to allow parking along its sides, it must pass behind the Aubuchon Hardware building, blocking truck or vehicle access to the surface level from this direction. All access to the first level of the structure, including all truck access, would need to be from the single, 14-foot wide access drive from Main Street. Trucks would need to enter this way and then either have enough room to maneuver around to head back out, or back in or out. To allow truck and vehicular access behind the Aubuchon building, the ramp will need to be steeper, eliminating the possibility of providing parking on the ramp.

Thus, one of the layouts for the North Branch, Layout #1, provides for the two-way, access into the surface area. Layout #2 for the North Branch provides the more efficient parking layout, but at the expense of access to the first level. **Figures 9 and 10** show Layout #1; **Figures 9 and 11** show Layout #2.

Other than the configuration of the ramps to the second levels, both layouts are similar. They are approximately 285 feet long by 120 feet wide. The parking structure is situated close to the rear of the buildings on Main Street, and about five feet away from the western end of the rear of the row of buildings along State Street. These buildings angle away from the parking structure, increasing the distance between the rear of the buildings and the proposed structure at the northeast corner. The first intermediate level, close to the rear of the State Street buildings, is 17 feet higher than grade. The ramp continues up to the second level, which is five feet higher at 22 feet above grade. The ramp to this level needs to be this

high in order to clear the Aubuchon building. The building appears to be approximately 18 feet tall, so the ramp will just clear it as it ascends to the 22-foot elevation.

From the 22-foot high second level, the ramp would move to the next intermediate level at 27 feet above grade, ten foot higher than the 17 foot level. The ramp would continue to spiral up in five foot increments to reach a total height of approximately 52 feet. Adding a screening rail around the outside would bring the total height to about 55 feet.

Figure 12 provides a view of the basic structure of the North Branch Structure, which could apply to either Layout #1 or Layout #2, since the difference between the two are primarily interior. **Appendix G** contains additional photo simulations.

2. North Branch Layout #1

The first layout option uses a ramp with a steep slope of 15 percent to the first level, as **Figure 10** shows. There is no parking on this ramp. Circulation to ground level parking and the rear of the buildings north of the Aubuchon Building is allowed both around the rear of the Aubuchon Building and from Main Street through the Country Store access. The Aubuchon Access from Main Street would not be used, but the further access near M&M Beverage would remain open. The two-way access and circulation allows truck to move more freely around the first level. This layout provides 350 spaces on four levels. When the 23 spaces to be lost on the site as well as the 130 spaces allotted to the Carr lot are subtracted, this layout will provide 197 new parking spaces.

3. North Branch Layout #2

The second layout uses a ramp that allows parking along its side, increasing the overall efficiency of the parking layout, as **Figure 11** shows. The length needed to provide a gradual grade that allows parking required the ramp to fill the space between the rear of the Aubuchon building and the North Branch. This removes the access to the first level from the south, behind the Aubuchon building. All access to the first level north of the Aubuchon building, both entering and exiting, would be through the Country Store access. The internal circulation necessary to facilitate turning movement for trucks would limit the number of parking spaces available on the first level. This layout provides 380 spaces on four levels. When approximately 30 spaces to be lost on the site as well as the 130 spaces allotted to the Carr lot are subtracted, this layout will provide 220 new parking spaces.

The upper levels would be the same as for Layout #1.

D. Additional Analysis

1. Introduction

After the public review of the Capitol Plaza and North Branch alternatives, there was no clear preference as to which would be better. To move the discussion forward, and to make

sure that as many viable options were considered as possible, the Committee asked that the possibility of developing a parking structure on the Carr Lot itself, as well as the potential for expanding the Capitol Plaza lot to the south over the railroad towards the Carr lot. The Committee provided a sketch of an earlier layout of an office and parking structure on the Carr lot to use as a starting point.

2. Carr Lot

The Carr lot's shape, with very little of it wider than 120 feet, precludes the development of an efficient, multi-story parking structure, as described in Section II.E. To rise the ten feet minimum distance between floors and have circulation space at either end between ramps, the structure would need to be 150 feet long. There is insufficient area on the Carr lot to place a structure with this minimum width and length. Placing some irregularly shaped structure makes it very difficult to create a parking structure on the site that would be more efficient than one of the layouts being considered for the Capitol Plaza or the North Branch properties.

3. Capitol Plaza/Carr Lot

To expand the parking structure south towards the Carr lot means that the parking structure must span the railroad, as well as provide a possible future location for Barre Street Extension on the north side of the railroad. The railroad requires a minimum 25 foot clearance over the tracks, meaning that only the upper levels of the parking structure could be extended towards the Carr lot.

A basic, efficient method of doing the extension would be to duplicate one of the ramps, starting with the third ramp. The upper two ramps would cover the railroad track and extend approximately 30 feet into the Carr lot, supported on columns. The two-story space under the third aisle would be open to allow, among other things, easy air circulation. **Figure 13** shows this option.

This layout, labeled Capitol Carr #1, would accommodate approximately 347 parking spaces. After subtracting the 107 existing parking spaces lost due to the construction of the parking structure, there would be 240 parking spaces. Removing the 130 spaces needed for the Carr lot leaves 110 new parking spaces in the downtown area. The area under the parking structure that extends to the Carr Lot could be used for other buildings, additional parking, or open space.

The second layout for the extension of parking onto the Carr property builds on the previous site plan by providing a third and fourth parking level, accessible only from the Capitol Plaza side of the structure. The footprint of the parking structure would be similar to that of the parking deck shown on the earlier office layout. The first level of parking would be accessed by an outer driveway with angled parking facing inward. The second level of parking would be reached by a ramp and would dead end at the end of the deck. The third and fourth levels would be reached by a bridge across the railroad from a parking

structure on the Capitol Plaza, using the ramps on the Capitol Plaza side to go up and down. There would be no connection between any of the levels on the Carr lot side of the structure.

This structure, labeled Capitol Carr #2, would provide approximately 390 parking spaces. After subtracting the 107 existing parking spaces lost due to the construction of the parking structure, there would be 283 parking spaces. Removing the 130 spaces needed for the Carr lot leaves 153 new parking spaces in the downtown area. This structure covers much more of the Carr lot than the Capitol Carr #1 plan, as **Figure 14** shows.

Expanding parking across the railroad would increase the linkage between the replacement parking and the transit center on the Carr lot. It would also present the need to gain the approval of the State, which owns the railroad right-of-way and likely the approval of the Vermont Railway, lessee of the line. If these hurdles are overcome, the balance between the use of the eastern portion of the site between parking and parkland would need to be determined. The use under the third and fourth level of parking would also need to be determined.

If the Capital Carr #1 is used, the challenge of minimizing the visual impacts of a large raised structure approximately 120 feet by 200 feet and 20 feet in the air must be addressed. If Capital Carr #2 is used, the visual integration of the parking structure into both the remaining, small park area and the proposed transit center will be important considerations.

4. Comparison Matrix

The three sites present different levels of benefit, as well as variable levels of challenges and potential impacts. To assist in the review of the different alternatives, **Table 1** compares various aspects of the different plans. It presents initial analysis of key issues related to the placement of a parking structure on the various sites. These notes are based on a general review of the issues and not on detailed analysis of specific conditions, such as a traffic analysis of the potential impacts to specific intersections.

Table 1. Parking Structure Studies Matrix

	Capital Plaza C	North Branch/Jacobs Lot #1	North Branch/Jacobs Lot #2	Capital Plaza Carr #1
Facility Used for Analysis	shared, 4 level (1/2 level 3 feet below grade)	4 level garage	4 level garage	4 level garage with upper two levels extending over the railroad towards the Carr Lot with support columns on Carr lot
Current Use	62 leased public and 120 private parking spaces	61 leased public parking spaces/service access to businesses	61 leased public parking spaces/service access to businesses	62 leased public and 120 private parking spaces on the Capital Plaza and 61 spaces on the Carr lot.
Current Ownership	private	private (City has 99 year lease)	private (City has 99 year lease)	Private
Property Owner Concerns	maintain view corridor; maintain access and use of "Red Barn" buidng; maintain through vehicular access between State and Taylor Streets	Unknown	Unknown	Capitol Plaza: maintain view corridor; maintain access and use of "Red Barn" buidng; maintain through vehicular access between State and Taylor Streets
Adjacent Landowner concerns	maintain vehicular access to church parking; minimize shadows caste on church; maintain future development of first floor space on Heney property	maitain pedestrian access to rear of properties; don't block light to upper windows; maintain access to dumpsters	maintain pedestrian access to rear of properties; don't block light to upper windows; maintain access to dumpsters	maintain vehicular access to church parking; minimize shadows caste on church; maintain future development of first floor space on Heney property
Potential Pedestrian Access to Downtown, the Capitol Complex and Business	easy access to State Street via sidewalks; circuitous access to Taylor Street (good access in the future to Main St.via completed path / Barre St. Extension)	tight access to Main St.on vehicular access drives or through buildings - only access through buildings to State St. (easy access to path / Barre St. Extension) potential barrier free access to rear of adjacent buildings on all levels.	tight access to Main St.on vehicular access drives or through buildings - only access through buildings to State St. (easy access to path / Barre St. Extension) potential barrier free access to rear of adjacent buildings on all levels.	easy access to State Street via sidewalks; circuitous access to Taylor Street (and Main St. in the future via completed path / Barre St. Extension)
Pedestrian Access to the Carr Lot	2- 3 minute walk across railroad by the pedestrian crossing or Taylor Street	5-10 minute walk via State Street; 3-4 minute walk via railroad bridges (and in the future via path / Barre Street Extension)	5-10 minute walk via State Street; 3-4 minute walk via railroad bridges (and in the future via path / Barre Street Extension)	1-2 minute walk from garage
Safety & Security	interior intersctions need to maintain corner visibility; lower levels of parking may be unappealing without good visibility	access routes to ground level area must be clearly signed and striped; ground level area will be very dark and isolated; proximity and potential direct access to surroundng buildings may increase feelings of security in upper levels	access routes to ground level area must be clearly signed and striped; ground level area will be very dark and isolated; proximity and potential direct access to surroundng buildings may increase feelings of security in upper levels	interior intersctions need to maintain corner visibility; lower levels of parking may be unappealing without good visibility
Vehicular Access & Circulation	acceptable vehicular access from State St., circuitous access from Taylor St. (Future easy from Barre St. Extension)	very difficult and circuitous vehicular access from Main St. via a substandard, narrow access drive or a circuitous access route through existing parking areas starting near M&M Beverage (future access easier from Barre St. Extension)	very difficult and circuitous vehicular access from Main St. via a substandard, narrow access drive or a circuitous access route through existing parking areas starting near M&M Beverage (future access easier from Barre St. Extension)	acceptable vehicular access from State St., circuitous access from Taylor St. to Capital Plaza, easy access to Carr lot (Future easy from Barre St. Extension)
Traffic Assessment ⁴	increase use of State & Taylor Sts. & Taylor & Memorial Drive Intersections	increase traffic on Main St. and at the State/Main intersection; 1-way access points will help circulation (potential easy future access from Barre Street Extension)	increase traffic on Main St. 1-way access points needed (potential easy future access from Barre Street Extension)	increase use of State & Taylor Sts. & Taylor & Memorial Drive Intersections
Visual Impacts	garage height in context with adjacent hotel building, will be a significant presence in the view from Memorial Drive - view corridors from hotel maintained	garage in context with adjacent buildings - may be difficult to see - riverside treatment important - view from adjacent building windows blocked	garage in context with adjacent buildings - may be difficult to see - riverside treatment important - view from adjacent building windows blocked	garage height in context with adjacent hotel building, will be a significant presence in the view from Memorial Drive - view corridors from hotel maintained, large raised structure could be out of place
Environmental Considerations	flood plain issues to be addressed minimal	potential river impacts; possible hazardous material in the soil	potential river impacts; possible hazardous material in the soil	potential river impacts
Utility Conflicts	overhead wires and storm drains	overhead wires and storm drains; propane tanks to be relocated	overhead wires and storm drains; propane tanks to be relocated	overhead wires
Emergency Vehicle Access & Operations	acceptable emergency vehicle access from Taylor St. & State St. (future easy from Barre St. Extension)	diffcult emergency vehicle access from Main St. (easy from Barre St. Extension) - blocks access to rear of State St. and Main St. buildings -garage offers potential for sprinklers to buildings	diffcult emergency vehicle access to ground level and upper levels from Main St. (easier future access from Barre St. Extension) - structure blocks access to rear of State St. and Main St. buildings -garage offers potential for sprinklers to buildings	acceptable emergency vehicle access from Taylor St. & State St. (easy from Barre St. Extension)
Truck Access & Delivery	truck access possible under garage in location of future Barre Street Extension	limited truck access to ground level, including circulation behind Aubuchon building single point truck access to rear of buildings on State and Main Streets.	very limited single point truck access to ground level at rear of buildings on State and Main Streets - may require backing in or backing out of the space.	truck access possible under garage in location of future Barre Street Extension
Compatibility with Relevant Plans & Recommendations	limits development potential along Barre St. Extension	compatible	compatible	Not compatible with current plans for the Carr lot because it uses park space for parking; limits development potential along Barre St. Extension
Construction Issues	open area - relatively easy construction - must consider flood plain issues - may be subsurface issues to address	constricted site - difficult construction - potential issues associated with building close and over existing buildings and close to the river - removal & replacement of Aubuchon Hardware could simplify construction - must consider flood plain issues	constricted site - difficult construction - potential issues associated with building close and over existing buildings and close to the river - removal & replacement of Aubuchon Hardware could simplify construction - must consider flood plain issues	open area - relatively easy construction - construction over rail road creates complications and possible extra expense - must consider flood plain issues
Permit Issues	Act 250, stormwater runoff, and zoning permits needed	Act 250, stormwater runoff and zoning permits needed; total approval by fire, rescue and police recommended	Act 250, stormwater runoff and zoning permits needed; total approval by fire, rescue and police recommended	Act 250, storm water runoff and zoning permits needed, Permission to use railroad air rights required. Refinement of proposed Carr lot site plan needed.
Community Support	Mixed	Mixed	Mixed	Mixed
Right of Way Issues	lease or purchahse of property necessary; may require subdivision for purchase	Lease appears to allow construction on North Branch; lease of adjacent parcels necessary for structure and access.	Lease appears to allow construction on North Branch; lease of adjacent parcels necessary for structure and access.	lease or purchahse of Capital Plaza property necessary; may require subdivision for purchase
New Spaces	271	350	380	347
Spaces Removed	107	23	30	107
Net New Spaces	164	327	357	240
New Spaces After Carr Lot (-130)	34	197	220	110

IV. Findings

A. Introduction

During the course of the analysis of the three sites under consideration, the positive aspects of the various alternatives began to emerge. Ultimately, both the North Branch and Capitol Plaza sites were considered viable by the Committee. The Committee was, in fact, fairly evenly divided in their opinion as to which site was the more appropriate choice. Their decision was to recommend that both lots be considered further before the City decided which site would be developed to replace the Carr lot spaces. They felt that the information developed for the other site would still be useful as part of the larger examination of parking needs in downtown Montpelier.

The Committee presented the information and recommendations to the Montpelier City Council at their meeting of July 14, 2004. As part of their recommendations to the City Council, they recommended moving forward with the overall review of the transit facility project with both the North Branch and Capitol Plaza sites for consideration as alternatives. They felt that the next level of investigation could reveal greater differences between the two sites, possibly making the choice clearer as to which one is more appropriate.

Consequently, the following findings relate to the plans for these two sites. They summarize the information gathered or discussed in the course of examining the two sites.

B. General Observations

1. Capitol Plaza

The Capitol Plaza alternative is a relatively basic structure to develop because of the open nature of the site. It is also easy to readily link the structure to the proposed transit center on the Carr lot across the railroad to the south. Pedestrian access to both the Carr lot and the downtown area would be easy. A parking structure on the Capitol Plaza lot would also be fairly simple to manage. The Capitol Plaza possibility would be visible directly from Taylor Street and Memorial Drive and between or behind buildings from State Street, as shown in **Figures 7 and 8**. **Appendix G** contains additional photo simulations. Consequently, a parking structure on the Capitol Plaza would require special attention on the façade and the way the building looks. This would most likely increase the overall budget.

A parking structure on the Capitol Plaza would also limit the views from the hotel. It should not be high enough to block the light into the existing Church. Overall, the Capitol Plaza structure would replace the parking spaces lost on the Carr Lot as well as provide approximately 35 additional spaces.

2. North Branch

There are numerous unknowns associated with the potential parking structure over the North Branch parking lot. Most important are:

- The specific conditions associated with developing the parking decks over the existing Aubuchon building,
- Construction close to the existing buildings on State and Main Streets,
- Construction close to the North Branch, and
- Overall construction in a tight space.

Resolution of these issues could add significantly to the overall cost of the project. While they have been considered in the development of the initial estimate of potential construction costs provided in the comparison matrix, there is still the possibility that they could cause additional increases in the budget.

A parking structure on the North Branch property would be screened from almost all views. The buildings along State and Main Streets would obscure much of the structure, while the existing vegetation along the North Branch would provide a screen for most of the lower levels of the garage. The relatively hidden nature of a parking structure on this site would mean that there would not need to be significant amount of work on the facades of the buildings to make them blend with the architecture of the downtown. This factor reduces the basic estimate of construction costs for this structure as compared to the Capitol Plaza structure. When combined with the possible increase due to tight conditions, the overall cost may be similar to the costs for the Capitol Plaza structure. A structure on the North Branch property, however, would limit the view out and the light entering the windows on the buildings surrounding the North Branch site.

The North Branch structure could provide at least 190 additional parking spaces over those required to replace the lost spaces from the Carr lot.

A parking structure on the North Branch lot could also provide other benefits: such as:

- A location for new water risers to support sprinklers in the adjacent buildings,
- The possibility of creating a layout that allows the removal of truck deliveries from State and Main Streets, and
- A covered gathering place for a farmers market, concerts or other outdoor activity in the Downtown area.

Layout #2 also severely limits the access to the ground level parking and service areas north of the Aubuchon building and limits the benefits. Given the goal of potential of making the first level a multiuse space and a reasonable location for truck deliveries, only layout #1 makes sense. Not providing the connection between the ground level and the access from the south would severely limit the viability and circulation potentials of the ground level.

C. Permit Issues

1. General Permits.

For either site, there are common permits that will be needed.

The City will need to permit the construction of the parking structure in the flood plain. The structure will need to limit the amount of additional upstream flooding and will also need to be strong enough to resist being washed downstream during a severe flood.

The City will need to obtain Development Review Board approval and both would need a Design Review, since both properties are in the Design Review District. Both properties would most likely need a stormwater runoff permit and an Act 250 Permit.

2. Capitol Plaza

If the City wishes to own the land under the parking structure, the Capitol Plaza would need to be subdivided.

3. North Branch

Construction on the North Branch property may need a stream disturbance permit. It may also potentially need a State Conditional Use Determination for construction within a wetland buffer area, depending on how the North Branch or its banks is classified by the State. If the City wishes to own the land under the parking structure, the Dickey Trust and Vermont Association for the Blind properties would need to be subdivided.

D. Ownership and Operation

If the City decided that ownership of the land would be critical to the development of the structure, the Capitol Plaza option would require a subdivision of the larger parcel. Ownership of the land under the North Branch structure would require the subdivision of the Dickey Trust and Vermont Association for the Blind properties or the purchase of the entire parcel, as well as the purchase of the Jacob's lot.

The land under the parking structure, in the simplest option, could remain in its current ownership and leased to the City. A new lease agreement would be required for the structures either on the Capitol Plaza because the area to be leased is different than that included in the current lease, or on the North Branch parking lot because the existing lease for the does not allow the construction of a larger structure. The City would need to obtain leases on the portions of the Dickey Trust and Vermont Association for the Blind properties to be used for the structure, as well as for street access.

The parking structure, under another option would be owned by the City. The City also has the option of contracting with a private contractor to own and operate under a fee/parking tax arrangement with the City.

The operation of the parking structure on either lot could be managed by the City as the current City parking facilities are managed, through a variety of parking meters, daily parking fees paid to an on-site ticket machine, or monthly permits. Another option is as traditional ticketing /cashiering system which is labor extensive. A third option would be the use of automated access gates that use computer read tickets that are paid into a ticket machine prior to exiting the structure. This third option would allow greater control of the use of the structure and a fee collection system that may be cost-effective without a significant increase in City staff for the management of the garage's use.

E. Preliminary Estimate of Probable Construction and Maintenance Costs

Preliminary estimates of probable construction and maintenance costs are presented in **Table 1**. Estimates are presented as a per-space cost, as well as a total cost based on the estimated number of spaces in each structure. The preliminary estimates are based on:

- Initial consideration of the issues associated with the construction of the different schematic plans;
- Minimal information on the sub-surface conditions of the sites;
- Preliminary consideration of the number of special permits and conditions that will need to be addressed; and
- Current industry information on the per space costs for constructing parking structures.

Annual operating and maintenance costs are based on typical operation costs for parking structures under the following criteria:

- The configuration of the structure,
- The number of levels,
- The number of elevators,
- The access to the structure,
- The accessibility of the outside areas, and
- The type of expected construction.

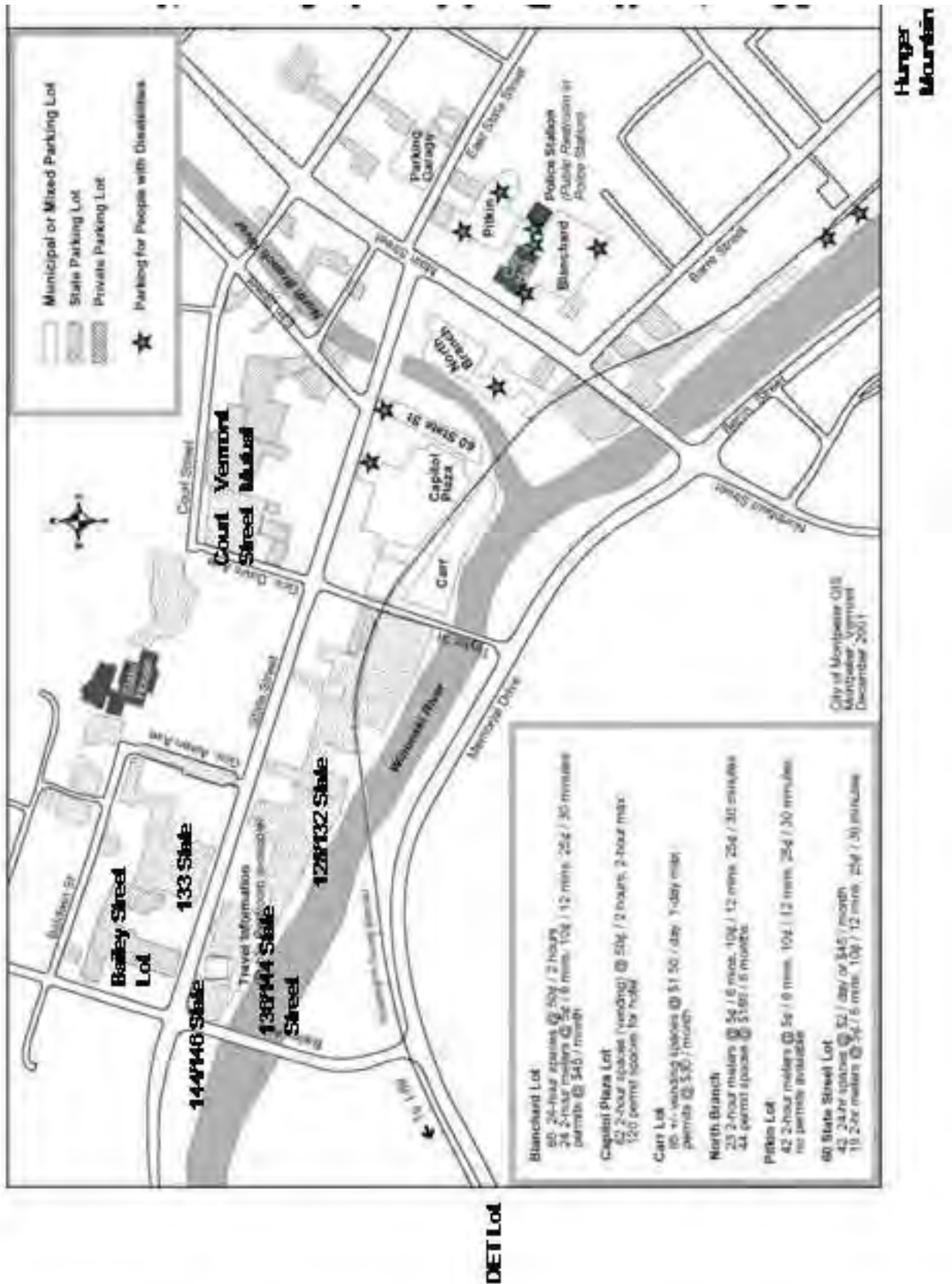
It would also be reasonable for the City to establish a maintenance reserve fund of approximately \$60 per space per year to pay for more significant structural repairs in future years.

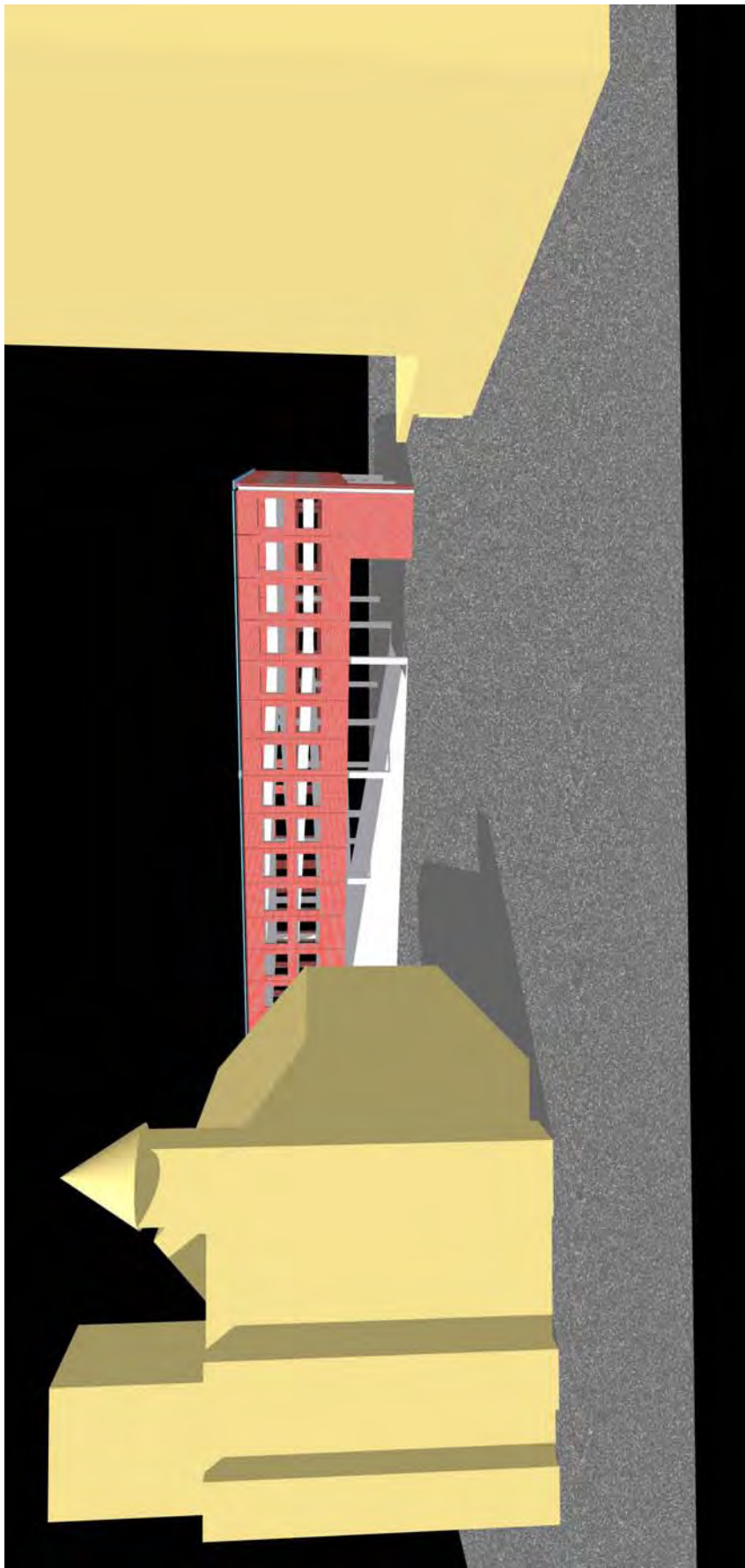
F. Schedule

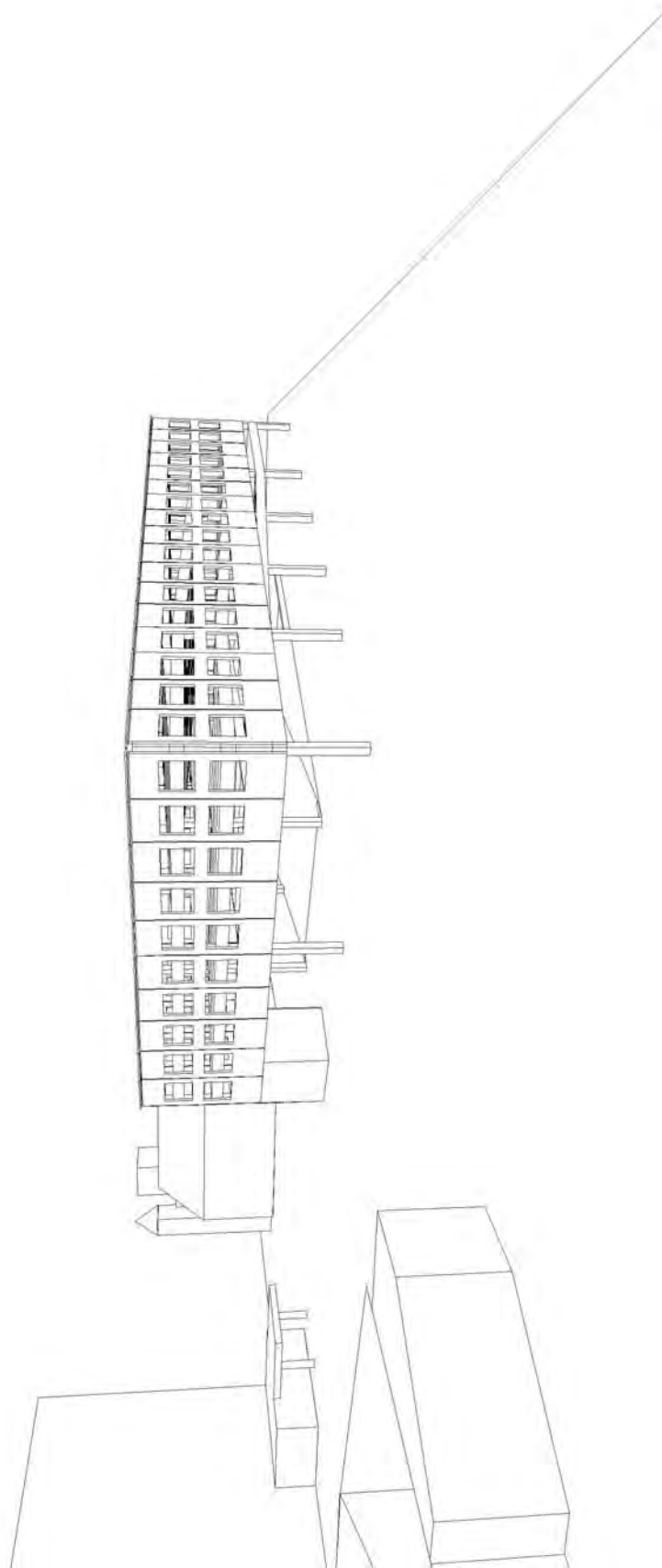
A typical schedule for the planning, design and construction of a parking structure can span approximately three years:

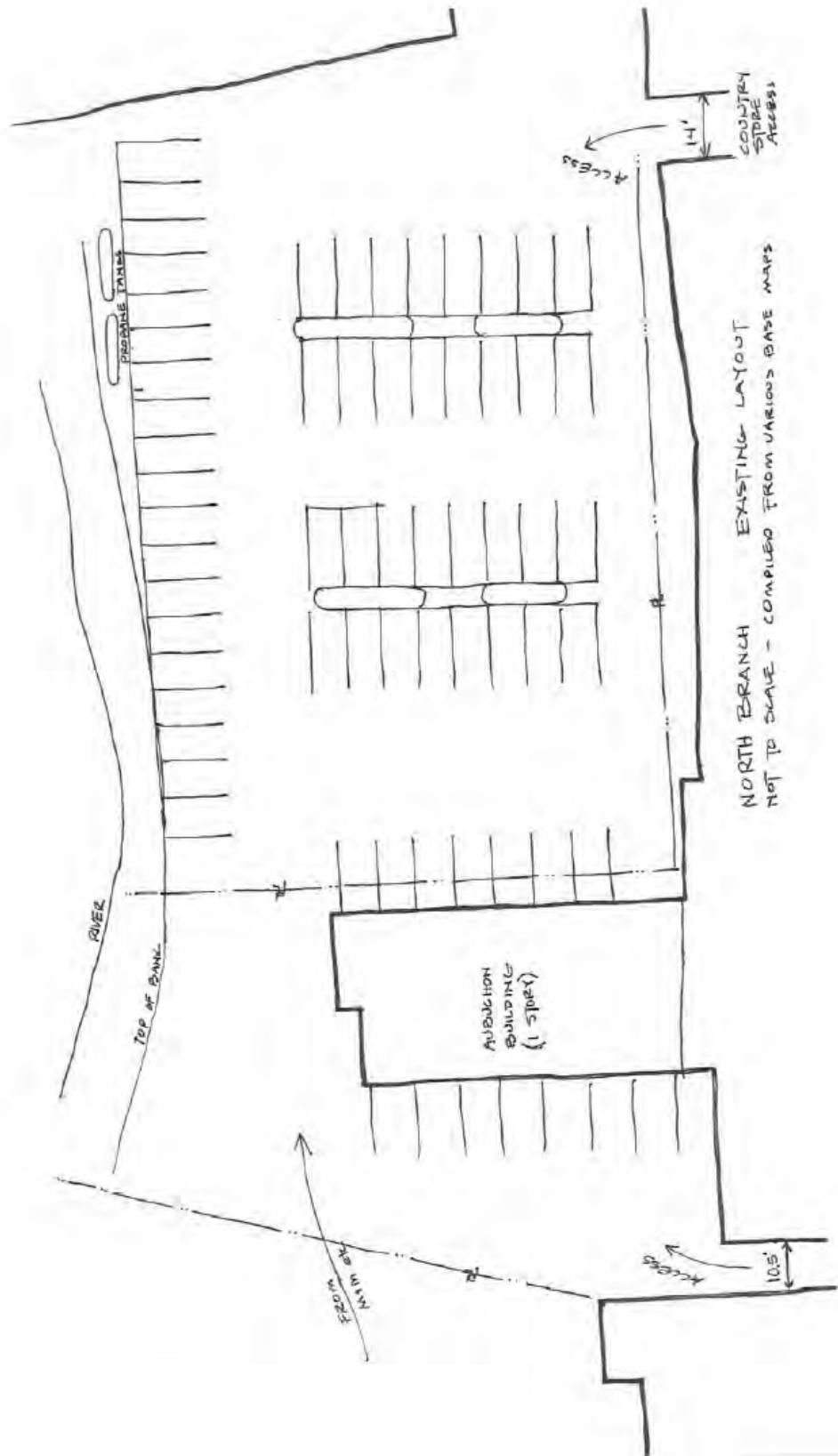
- 3 months - Topographic/Property Line Surveys, Geotechnical/Soil Borings and Land Ownership/Legal Documentation
- 12 months - Environmental Assessments/Impact Statements/Permitting
- 3 months - Preliminary and Final Design
- 18 months - Construction
- 36 months - Total Time

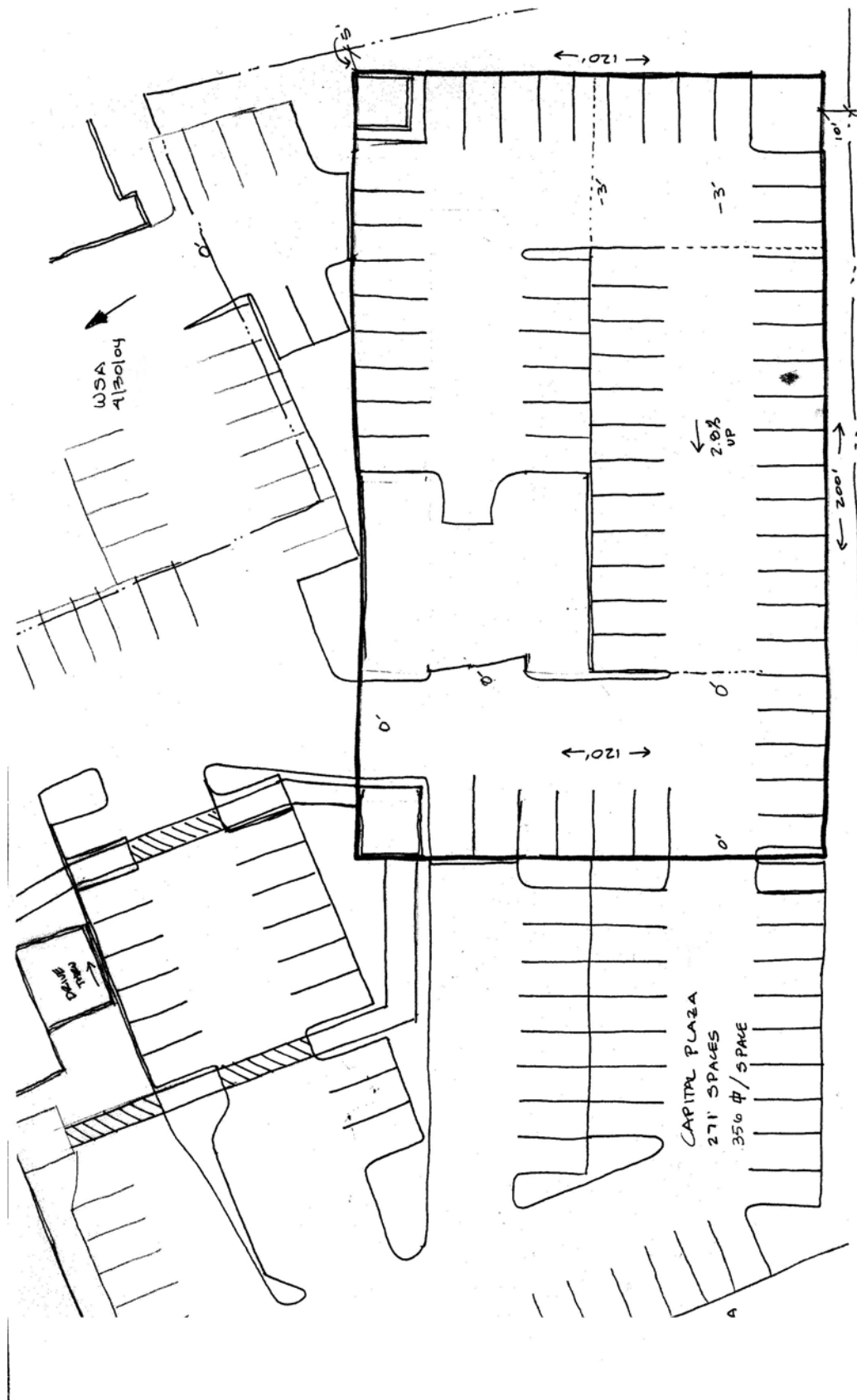
Special site conditions, funding considerations or other unforeseen situations can obviously extend this time line.











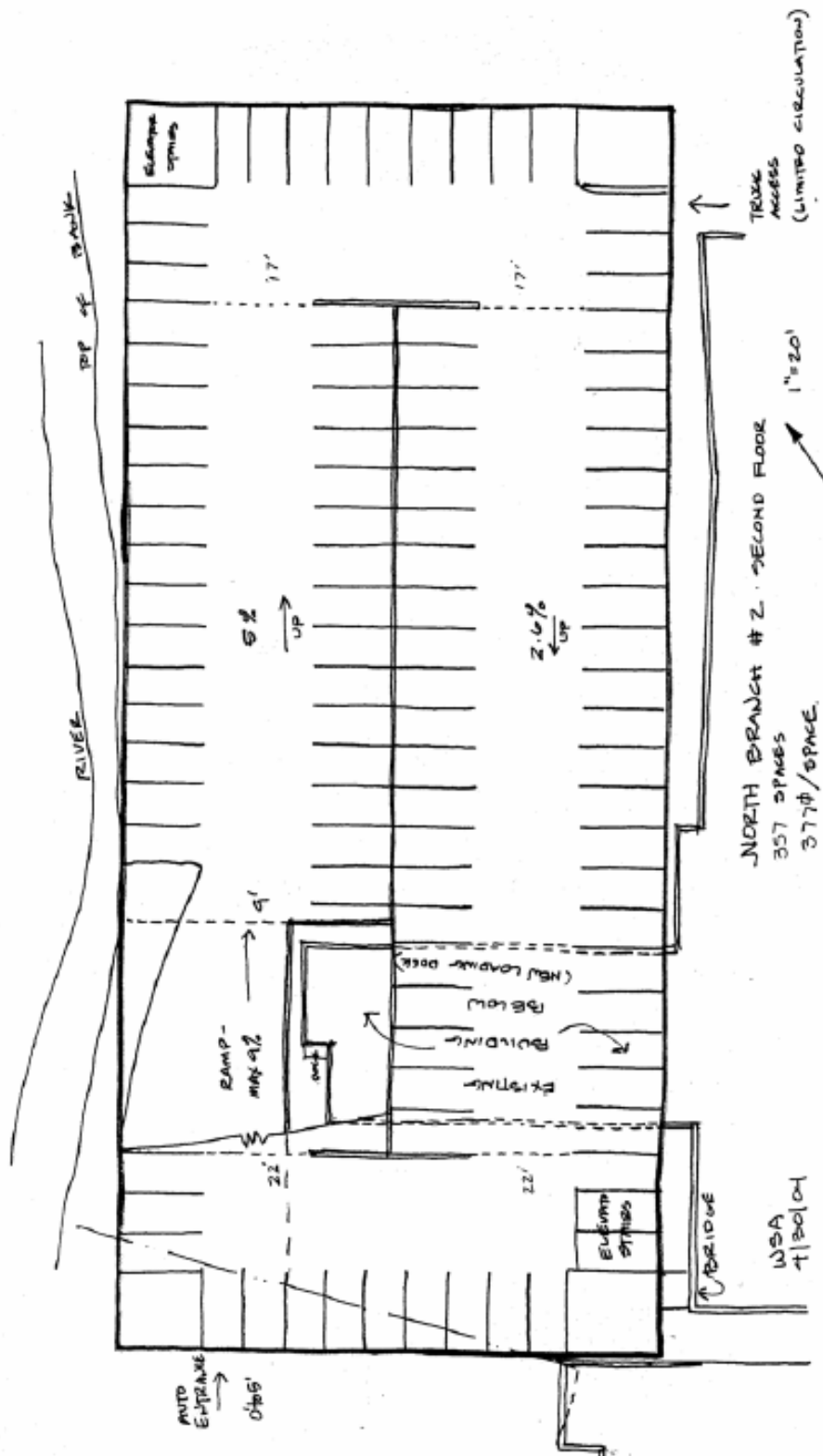
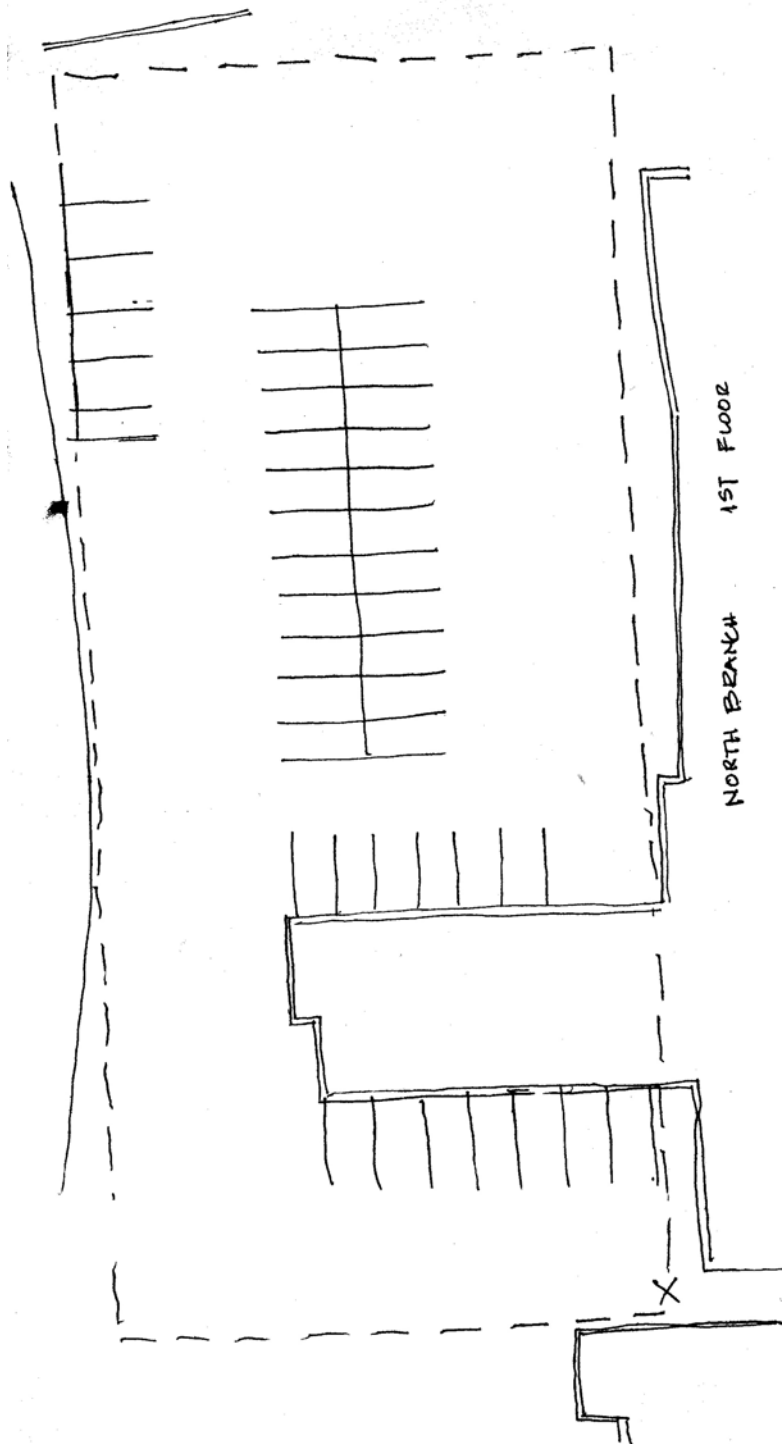
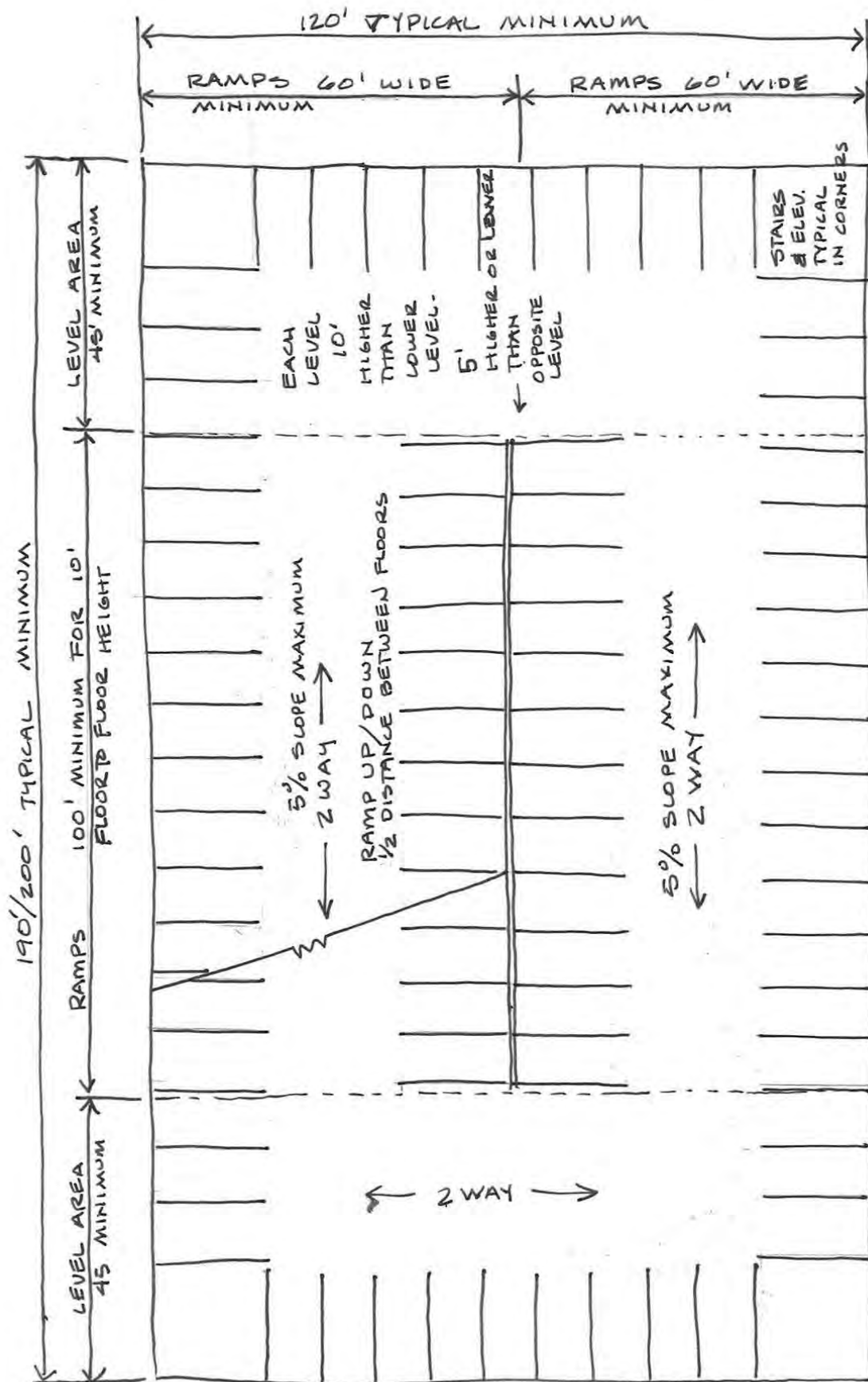


Figure 4
 NORTH BRANCH PARKING LOT EXISTING CONDITIONS
 Carr Lot Replacement Parking Study
 City of Montpelier







TYPICAL PARKING STRUCTURE LAYOUT FOR EFFICIENCY

Figure 10
 NORTH BRANCH #1 POTENTIAL STRUCTURE – SECOND LEVEL
 Carr Lot Replacement Parking Study
 City of Montpelier

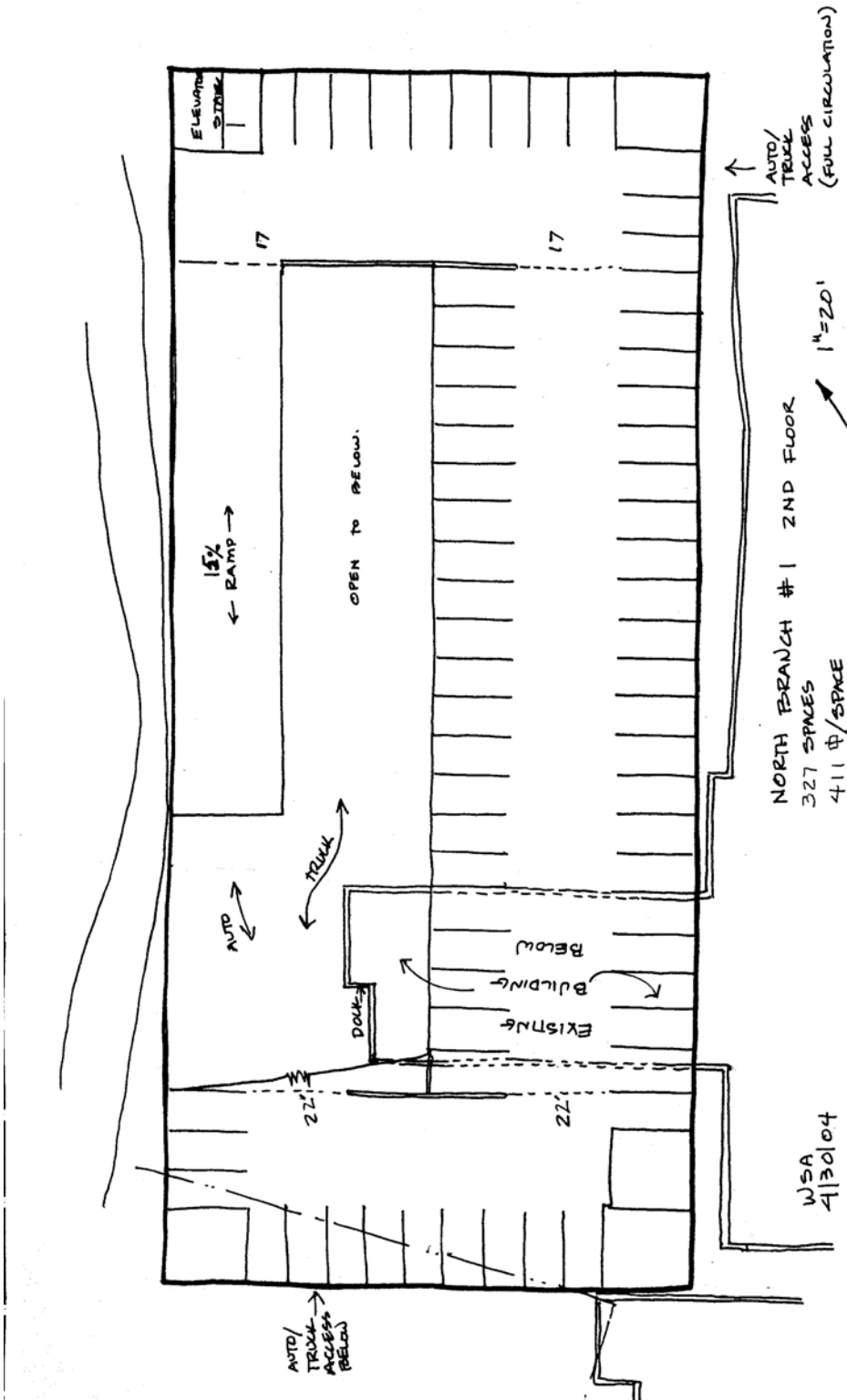
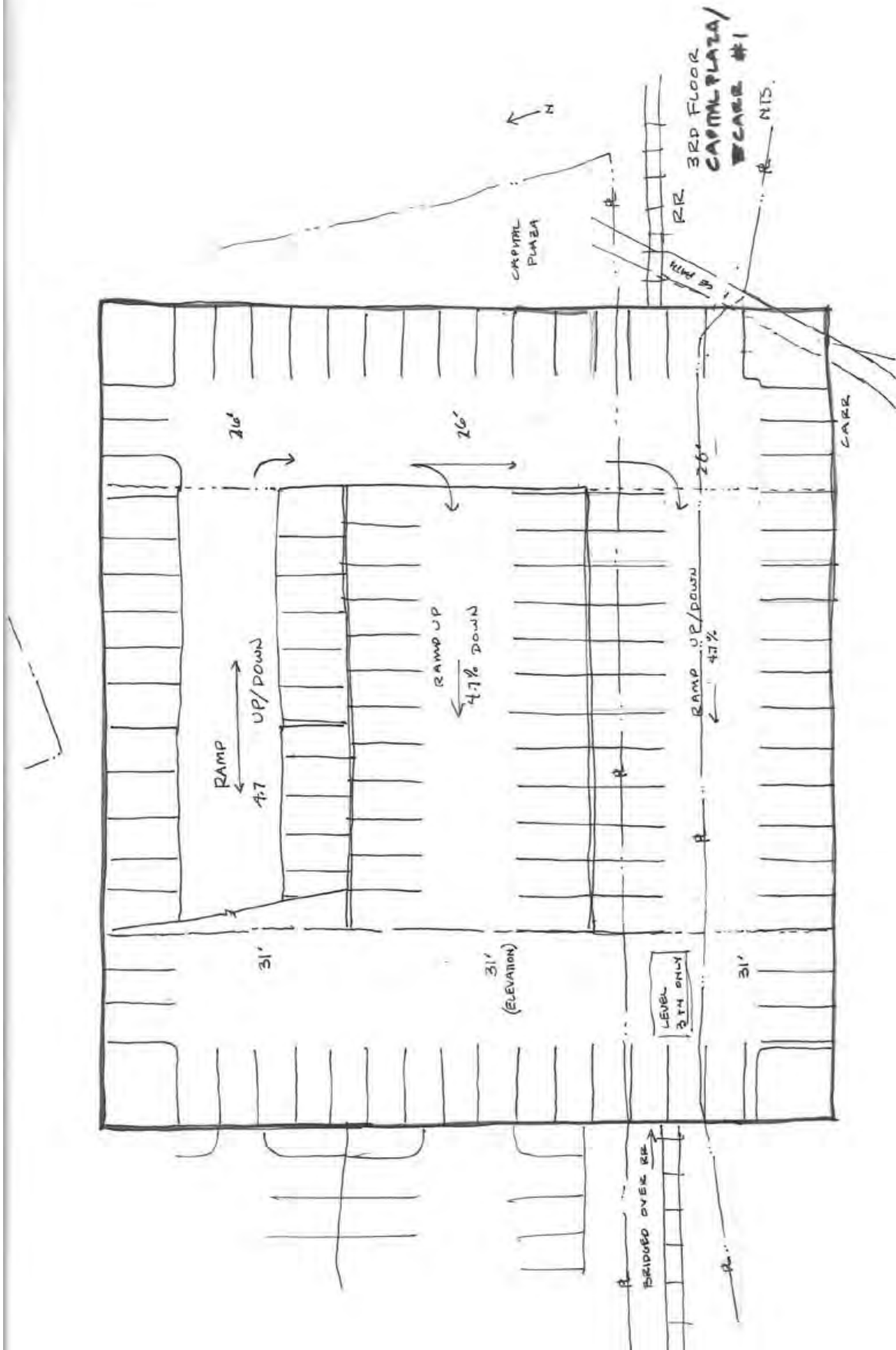
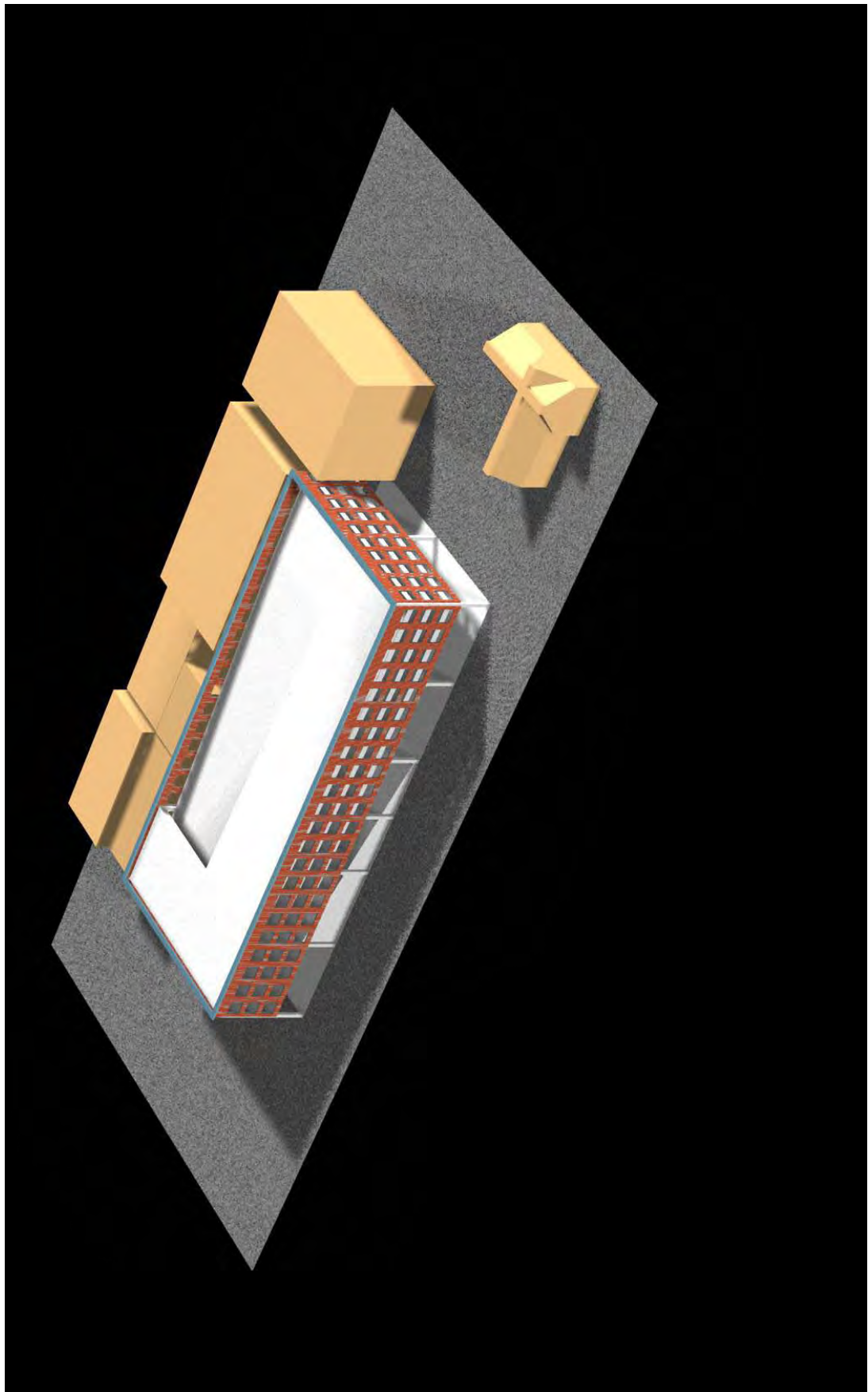


Figure 13
 CAPITAL/CARR #1 PARKING STRUCTURE – THIRD LEVEL
 Carr Lot Replacement Parking Study
 City of Montpelier





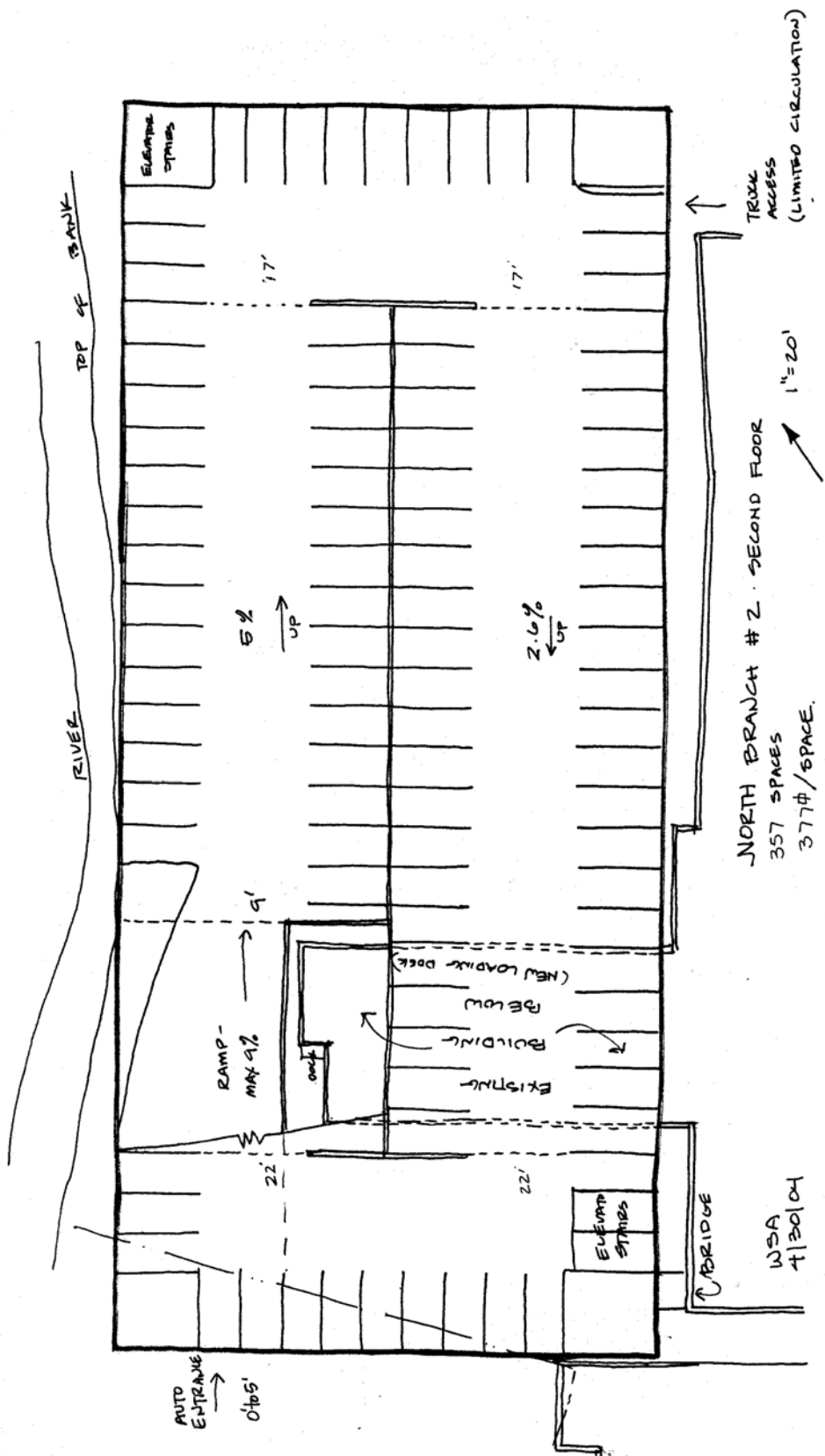


Figure 11
 NORTH BRANCH #2 PARKING STRUCTURE – SECOND LEVEL
 Carr Lot Replacement Parking Study
 City of Montpelier

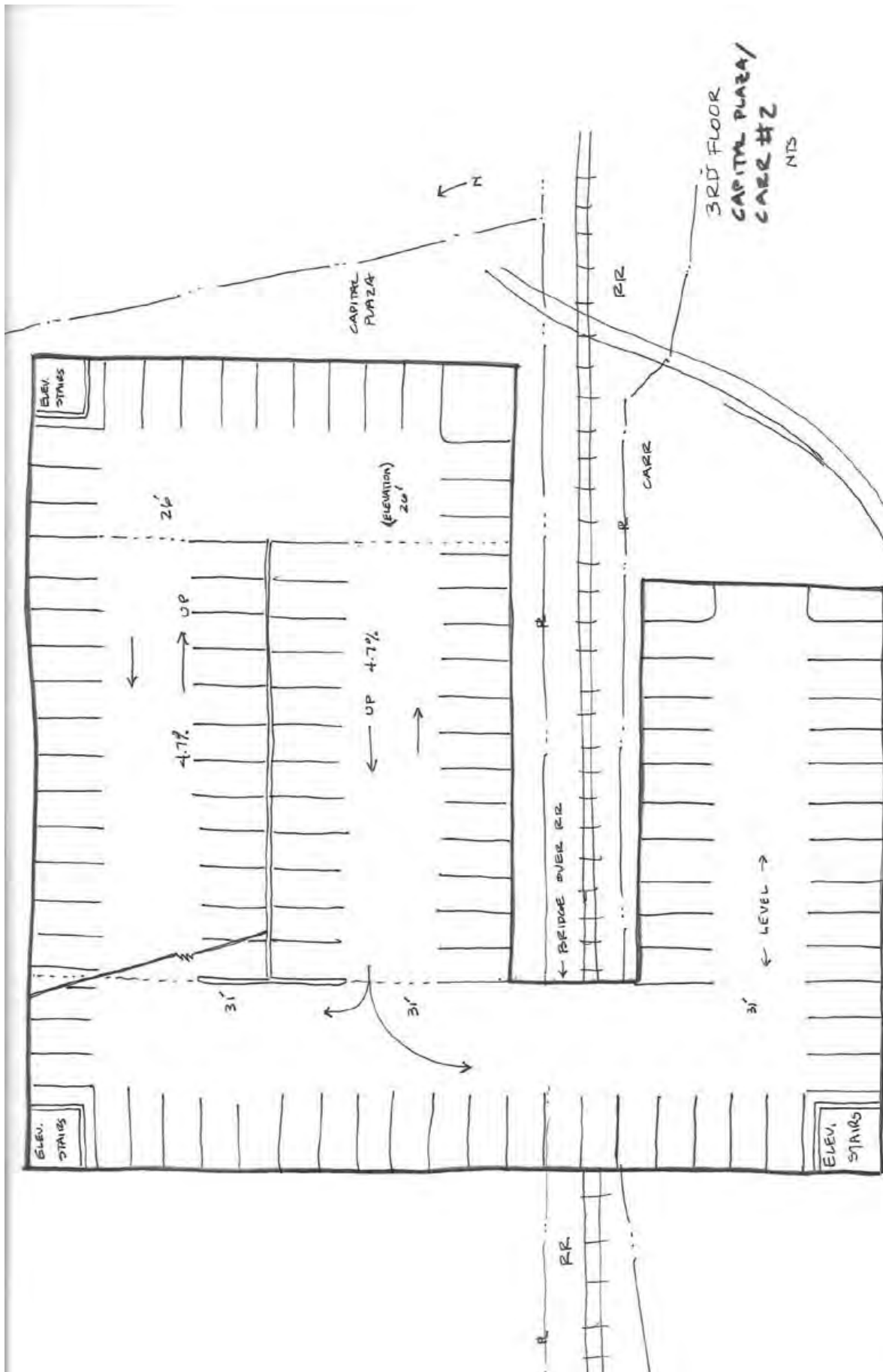


Figure 14
 CAPITAL/CARR #2 PARKING STRUCTURE – THIRD LEVEL
 Carr Lot Replacement Parking Study
 City of Montpelier

APPENDIX A

A Summary of Previous Parking Studies

STUDY OF PREVIOUS PARKING STUDIES

No.	Date	Topic	STUDY OVERVIEW
1	Dec-98	Cost of Ownership of Parking Structures	Two papers estimating cost on a per space of building, maintaining and repairing a parking space with cost of running a shuttle
		Cost of Operating a Year-Round Employee Shuttle	Results: \$240.33/mo/space for parking, \$114.25/mo/space for shuttle
2	Jan-02	Court Street Parking Facility - Traffic Impact Study	TIS for Court St parking - no summary page
3	Aug-96	Montpelier Parking and Circulation Study	Parking is an issue - as measured from shoppers perceived shortage of parking not pricing problem, observed high parking utilization. Suggest strategies - shuttle seemed to work (4,000 riders/mo), adopt no free parking in retail core, give priority to shoppers, located parking outside
4	May-01	Report of the Montpelier Parking Committee to City Council	Parking is a problem, done 8 studies in 20 yrs., more or less same - need to take action - suggests taking control of parking and managing it via committee: increase meters, all 2-hr except by post office, move day parkers out of downtown, charge \$60/mo at Jacobs, lot, etc. - suggest to acquire, manage & control parking
5	Jan-03	Pricing and Design for Carr Lot Redevelopment	Suggestions and costs for development schemes
6	Jun-80	Parking Study, CBD, Montpelier, VT	Old study, suggested strategies to manage parking - reduce 2-hr to 1-hr, increase meter fees & parking tickets to raise \$\$ & ultimately suggest to build parking lot
7	Apr-81	Rear Lot Design Study - Montpelier - Highest and Best Uses Analysis	Plan for parcel near downtown - includes recommendations for all of downtown - different ideas for development and control
8	Spring 2001	Court Street Parking Facility - Schematic Design and Cost Estimate	Schematic Design and Cost Estimate
9	Jul-93	Montpelier Parking and Shuttle Study	Evaluation of parking & shuttle services. Main findings re: parking - strong perception of parking, inadequate supply of short-term parking, long term okay except during legislative session. Problems with meter feeders and intersection at Main/State congested (LOS D). Study found shuttle to be acceptable. Outlines a strategy to address parking problems and implement shuttle. Study Parking Inventory: 3,088 spaces overall, 391 on-street, 613 off-street, 1,094 state spaces, 990 private spaces - overall utilization rate of 76%.
10	Feb-89	Parking Garage Study	Cost estimates for parking garage
11	late 80s	Files on parking leases	Includes some files on leases, pricing, some drawings, and parking counts
12	Nov-86	A Study of State-owned Parking Areas within the Capital Complex	Identifies shortage of parking for state employees suggests a remote lot with shuttle service as short term solution and a parking structure as longer term solution. Study includes examination into potential sites for remote lot and parking structure.
13	Mar-02	North Branch Parking Lot Resign Project	Recommendations for improvement of North Branch Lot
14	70s and 80s	Parking Files	Files on parking leases & designs and layouts to improve existing lots

APPENDIX B

Initial Sites Under Consideration

CARR LOT PARKING STRUCTURE STUDY
INITIAL ALTERNATIVE SCREENING MATRIX

		Capitol Plaza	North Branch/Jacobs Lot	Court Street Lot	DET Lot	Pitkin	Vermont Mutual Parking	Bailey St. Lot	Hunger Mountain Co-op
SITE EVALUATION CRITERIA	Facility & General Layout to accommodate 130 spaces ¹	shared, 3 level garage	4 level garage	5 level garage (to meet state and Carr Lot needs)	new surface parking	5 level garage (all additional space needed for Carr Lot replacement)	4 level garage	5 level garage	5 level garage
	Current Use	62 leased public and 120 private parking spaces (2nd level can expand both)	61 leased public parking spaces/service access to businesses	State parking spaces	State DET parking	42 public parking spaces/assigned public parking spaces	private parking spaces	60± private parking spaces	60± private parking spaces
	Ownership	private	private	State	State	city	private	private	private
	Potential Pedestrian Access to Downtown	easy access to State Street (and Main St. in the future via completed path/Barre St. Extension)	relatively easy access to Main St. - needs access through buildings to Main St.	easy Access to Gov. Davis Ave. & Court St.	15/20 minute walk to downtown via path or shuttle ride	easy access to East State St. & acceptable access to Main St.	easy access to Court St. & narrow access to State St.	easy access to State St. & Bailey St.	easy access to pedestrian path
	Pedestrian access to the Carr Lot	1-2 minute walk across railroad	5-10 minute walk via State Street; 2-3 minute walk via railroad bridges (and in the future via path/Barre Street Extension)	five minute walk via Gov. Davis Ave. & Taylor St.	15-minute walk via path or shuttle ride	5/10 minute walk via completed path/Barre St. Extension	5/10 minute walk via Court St., Gov. Davis Ave., Taylor St. or mid-block crossing of State St.	5-10 minute walk via State St.	10-15 minute walk via Main St. (shorter when pedestrian path is complete)
	Vehicular Access	acceptable vehicular accessfrom Taylor St. & State St. (easy from Barre St. Extension)	difficult vehicular access from Main St. (easy from Barre St. Extension)	easy vehicular access from Court St.	acceptable vehicular access from Memorial Drive; left turns difficult during peak hours	acceptable vehicular access from Main St. & East State St.	easy vehicular access from Court Sreet and marginal vehicular access from State St.	acceptable vehicular access from Bailey St. ; possible access from State St.	good vehicular access from Stone Cutters Way - one-way street exit
	Traffic impacts ²	increase use of State & Taylor Sts. intersection	increase traffic on Main St. 1-way access points needed (potential easy future access from Barre Street Extension)	increase use of State St. & Taylor St. intersection	Increase use of intersections along Memorial Drive	increase use of Main St./State St./ East State St. intersection	increase use of State St./Taylor St. intersection & potential Main St./State St./East State St intersection	increase use of State St./Bailey St. intersection	increases use of Main St./Memorial Drive intersection & Granite St./River St. intersection
	Visual impacts	garage in context with adjacent hotel building	garage in context with adjacent buildings - Riverside treatment important somewhat hidden	garage in context with surroundings - street facade treatment important - elevation change minimizes impacts	minimal impacts from Memorial Drive	garage slightly out of context with adjacent East State St. buildings - in context with Main St. buildings	garage in context with existing State Street buildings - street façade treatment important - relevant change minimized impacts	garage in context with adjacent building - elevation change minimizes impacts	garage a significantly new structure on the river
	Environmental Considerations	minimal	potential river impacts	minimal	potential river impacts	minimal	minimal	potential river impact	potential river impact
	Utility Conflicts	minimal	overhead wires	minimal	minimal impacts from Memorial Drive	overhead wires	minimal	minimal	minimal
	Emergency Vehicle Access	acceptable emergency vehicle access from Taylor St. & State St. (easy from Barre St. Extension)	difficult emergency vehicle access from Main St. (easy from Barre St. Extension)	good	acceptable	difficult emergency vehicle access due to tight access	good	good	difficult emergency vehicular access - one-way street
	Compatibility with Relevant Plans & Recommendations	could limit development potential along Barre St. Extension - higher garage could retain potential	compatible	compatible	compatible	compatible	compatible	compatible	compatible
	Construction Issues	open area - relatively easy construction	constricted site - difficult construction - removal & replacement of Aubuchon Hardware could simplify construction	open area - relatively easy construction	open area - relatively easy construction	moderately constricted site	open area - relatively easy construction	semi-open area - acceptable construction	open area - relatively easy construction

¹ Based on simple multiplication of current parking facilities and general layout of parcel - surface paking is included as level

²Based on qualitative analysis only

APPENDIX C User Surveys

3 *On average, how many days a week do you travel to downtown Montpelier?*

Once or twice a week	3
3-4 times per week	1 1 (during Legislature only)
5 times per week	12
More than 5 times per week	3
Other:	1 Maybe 1 or ever other month

4 *How often do you usually park in the Carr Lot?*

Every time I come to Montpelier	10
When I need to spend more than a couple of hours in downtown	2
Only when on –street parking is unavailable	
This is the first time I’ve ever parked in this lot	1
Other:	1 <u>State lots are full</u> 3 <u>When Capital Plaza lot is full</u> 1 <u>whenever the gov’t is in session</u> 1 <u>while working</u> 1 <u>work in office on State St – park in Carr 5 days/week</u>

5 *Why did you decide to park in the Carr Lot?*

The location is convenient	7
The price is reasonable	4
The facility is good (i.e. clean, well-lit, covered, etc.)	2
There was no other parking available	11
Other:	1 (agency changed some parking spaces) 1 (I have a Capitol Plaza Lot permit) 1 (forced, priced out of other lots)

6 *How did you pay for your parking today?*

Paid daily rate	10 1 (would like monthly pass but none available)
I have a monthly pass	6
Other:	1 1 <u>(Carr is one of the alternate lots for persons whose offices are in the Capitol Plaza building. I have a permit.)</u> 1 <u>(included with office rent at Capitol Plaza)</u>

7 *If you were making the same trip as you did today, under the same conditions (i.e. weather, number of passengers, items carried, etc.) would you be willing to*

a. **Walk an additional 5 minutes to and from your destination to the parking lot?**

Yes 5

No 11
1 (I love to walk, but when I come to Mont. To work, I have to carry heavy work materials.)

Unsure 2
1 (at 10 below--?)

b. *Take a free shuttle bus ride to and from your destination from another free parking area further away from the downtown than the Carr Lot?*

Yes 1 (If they ran more often and the lot were on the east side of town)

No 13

Unsure 1 (Depending on how often it runs – I often work late.)
4
1 (depends on frequency of bus & whether I can wait for it in the car or a warm shelter)

8 *When you decide where to park, how important are the following amenities and facilities?*

	Not Important				Very Important
The lot is covered	14	2	2		1
The lot is well-lit	1	3	5	5	5
Pedestrian access is easy		1	2	8	9
It is a secure lot with controlled access	6	5	5	1	3
Parking is inexpensive	1	2	4	2	10
The location is convenient	1			2	17

9 *If you had a choice, where would you park?*

On the street

City Center Garage **3**

Behind City Hall **1**

Capital Plaza Lot **11**

60 State Street **1**

Behind Aubuchon Hardware **2**

Other **1** Anywhere close to the bank and less expensive than \$2 a day
1 Jacob's Lot
1 Behind Thrush Tavern

10 *Please rank the following five options in terms of your preference with 1 as most preferred and 5 as least preferred*

Pay higher fees to park downtown	1-5	2-1	3-1	4-1	5-9	NA-1
Pay lower fees to park, about 2-3 minutes (walking) from downtown	1-7	2-8	3-1	4-3	5-	
Park free about 5 minute (walking) from downtown	1-6	2-2	3-7	4-1	5-2	
Park free about 10 minutes (walking) from downtown with frequent shuttle service to downtown with a small fee required to ride the shuttle	1-	2-3	3-3	4-7	5-5	
Park free about 15 minutes (walking) from downtown with frequent FREE shuttle service to downtown	1-1	2-1	3-2	4-1	5-13	

11 *Are you*

Male **6**
Female **14**

12 *What is your age category?*

	Male	Female
Under 21		
21 to 35		2
36 to 54	3	8
55 to 64	3	1
Over 64		2

COMMENTS:

- ⇒ **My comments represent myself and my business partner. We are freelance court reporters and work for several state agencies as well as private law firms. We carry approximately 20 pounds of equipment with us to every hearing and meeting. Close proximity to State Street is our number one concern. We would gladly pay more than \$2 a day for the convenience of parking close to the AG's office, the PSB and the DPS, 112 State Street. Joann Carson**
- ⇒ **Bus the friggin legislators. They are the problem! State employees work year around. They come in, take all the parking spaces – screw up everything they possibly can and then go home. They need a parking garage in back of Thrush Tavern.**
- ⇒ **I work at 52 State Street and previously parked in the 60 State St. lot. I was unable to renew my permit and was eventually able to obtain a pass for the Carr lot. We have not been able to get passes for all our employees. It is very frustrating to be faced with losing the only slots we've been able to secure.**
- ⇒ **Thanks for doing this survey!! It shows someone cares.**

MONTPELIER CARR LOT PARKING STUDY

GENERAL SURVEY RESULTS

1 *How do you usually travel to downtown Montpelier?*

Drive Alone	67
Carpool/Vanpool drive	1 carpool driver
Carpool/Vanpool passenger	3 1 carpool passenger
Take the bus	
Bike or walk	13 1 <u>walk when I know I can't get a space</u> 1 <u>on my days off from work</u>
Other:	1 <u>Moped</u> 1 <u>Drive with child – drop off at U32</u>

2 If you drive to downtown Montpelier, where do you usually park?

In metered on-street parking	31																																														
On the street, at a non-metered spot	9																																														
In designated parking, provided by my employer	16																																														
In parking lot – if yes, which one:	<table><tr><td>3</td><td><u>next to Julio's</u></td></tr><tr><td>2</td><td><u>Capital Plaza</u></td></tr><tr><td>2</td><td><u>Jacob's</u></td></tr><tr><td>3</td><td><u>By City Hall</u></td></tr><tr><td>1</td><td><u>DET</u></td></tr><tr><td>1</td><td><u>State parking behind Arts Council</u></td></tr><tr><td>1</td><td><u>Behind Somers</u></td></tr><tr><td>5</td><td><u>Blanchard</u></td></tr><tr><td>1</td><td><u>Behind Capital Stationers</u></td></tr><tr><td>1</td><td><u>Illegally at bank</u></td></tr><tr><td>2</td><td><u>Behind State St market</u></td></tr><tr><td>2</td><td><u>60 State Street</u></td></tr><tr><td>2</td><td><u>Carr Lot</u></td></tr><tr><td>1</td><td><u>Metered off-street</u></td></tr><tr><td>1</td><td><u>Pit</u></td></tr><tr><td>1</td><td><u>North Branch</u></td></tr><tr><td>1</td><td><u>Next to police station</u></td></tr><tr><td>1</td><td><u>Pitkin Court</u></td></tr><tr><td>1</td><td><u>Private parking for which I pay</u></td></tr><tr><td>1</td><td><u>Behind Coldwell Banker</u></td></tr><tr><td>2</td><td><u>Stone Cutters Way</u></td></tr><tr><td>1</td><td><u>Shaws</u></td></tr><tr><td>1</td><td><u>Live there</u></td></tr></table>	3	<u>next to Julio's</u>	2	<u>Capital Plaza</u>	2	<u>Jacob's</u>	3	<u>By City Hall</u>	1	<u>DET</u>	1	<u>State parking behind Arts Council</u>	1	<u>Behind Somers</u>	5	<u>Blanchard</u>	1	<u>Behind Capital Stationers</u>	1	<u>Illegally at bank</u>	2	<u>Behind State St market</u>	2	<u>60 State Street</u>	2	<u>Carr Lot</u>	1	<u>Metered off-street</u>	1	<u>Pit</u>	1	<u>North Branch</u>	1	<u>Next to police station</u>	1	<u>Pitkin Court</u>	1	<u>Private parking for which I pay</u>	1	<u>Behind Coldwell Banker</u>	2	<u>Stone Cutters Way</u>	1	<u>Shaws</u>	1	<u>Live there</u>
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1	<u>Shaws</u>																																														
1	<u>Live there</u>																																														

3 *How often do you drive to downtown Montpelier?*

Once or twice a week **16**

3-4 times per week **19**

5 times per week **15**

More than 5 times per week **30**

Other: **1 Less than once every two weeks**
 1 Sometimes twice a day
 2 Seven days a week
 1 Once every other week
 1 Twice

4 *Do you usually drive to downtown Montpelier on:*

Work weekdays **70**

Weekday evenings **23**

Weekends **28**

5 *When you go downtown, generally –speaking, what is the purpose of trip?*

Work – all-day	34
	1 (walk)
Work – part-time	11
Work – attend meeting/appointment, etc.	15
Personal – shopping/recreational/social	45
	1 (drive)
Other:	2 <u>First in Fitness</u>
	1 <u>Going home – I live downtown</u>
	1 <u>Food</u>
	1 <u>School</u>

6 *If you drive, do you currently use the Carr Lot for parking?*

Yes (continue with questions)	8
No (skip to Question 11)	74

9 *Why do you use the Carr Lot for parking?*

The location is convenient	5
The price is reasonable	2
The facility is good (i.e. clean, well-lit, covered, etc.)	
There was no other parking available	2
Other:	1 <u>because Pit is full</u>

10 *How do you pay for your parking in the Carr Lot?*

Daily fee	6
Monthly fee	1
Other: _____	1 <u>night time only usually</u>

11 How much do you usually pay for parking in general?

I rarely pay for parking	35
	1 <u>(disabled permit)</u>
I pay a monthly fee	4
Less than \$1.50/day (not a monthly fee)	26
More than \$1.50/day (not a monthly fee)	10
Other:	1 <u>meter</u> 1 <u>Monthly fee to City for North Branch Lot</u> 1 <u>\$300/6 months</u> 1 <u>about \$1/week</u> 1 <u>part of lease</u> 1 <u>arrive at end of business day and avoid most parking fees</u> 1 <u>I have a permit for Jacob Lot</u>

12 When you decide where to park, how important are the following amenities and facilities?

	Not Important				Very Important
The lot is covered	59	5	2	3	3
The lot is well-lit	28	8	12 1*	9	18
It is a lot with controlled access	51	5	4	10	1
Parking is inexpensive	5	2	7	14	50
The location is within a 5-minute walk of my destination	4	4	9	18	43
Pedestrian access is easy	6	1	11	18	38

*** (The Julio's lot is not and I don't like having to walk there at night, which I must do every evening. I would rather park behind my business, but have been put on a waiting list or the past 4 years – I need to bring inventory to and from my store.)**

13 How far away do you usually park from your destination?

Within two blocks	51
Two to four blocks	28
Four to six blocks	3
More than six blocks	

14 If you had a choice, where would you park?

On the street	32
City Center Garage	3
Behind City Hall	30
Capital Plaza Lot	7
60 State Street	4
Behind Aubuchon Hardware	13
Other:	1 <u>(year-round – I have a permit – it's part of my expensive rent)</u>
	1 <u>DET</u>
	1 <u>metered by Julio's/Post Office</u>
	1 <u>my current space</u>
	1 <u>I enjoy the alk from Stone Cutters Way to #10 State St.</u>
	1 <u>Behind Minuteman Press</u>
	1 <u>Stone Cutters Way</u>
	1 <u>Behind 22 Main St.</u>

15 Please rank the following five options in terms of your preference with 1 as most preferred and 5 as least preferred

Pay higher fees to park downtown	1-11	2-7	3-18	4-11	5-23	NA-1
Pay lower fees to park, about 2-3 minutes (walking) from downtown	1-31	2-22	3-10	4-5	5-1	NA-1
Park free about 5 minute (walking) from downtown	1-25	2-24	3-16	4-4	5-2	NA-1
Park free about 10 minutes (walking) from downtown with frequent shuttle service to downtown with a small fee required to ride the shuttle	1-2	2-3	3-19	4-29	5-16	NA-1
Park free about 15 minutes (walking) from downtown with frequent FREE shuttle service to downtown	1-2	2-6	3-7	4-14	5-39	NA-1

COMMENTS ON #15: I have to carry too much stuff to & from work to be enthusiastic about the shuttle.

Park all day in Montpelier for people can shop or have 2 hours free parking. (this person did not fill out ranking)

N/A – we live 10-15 minutes walk from downtown

Shuttles don't make sense in Vermont!

16 Are you?

Male	38
Female	45

17 What is your age category?

	Male	Female
Under 21	1	2
21 to 35	8	14
36 to 54	18	19
55 to 64	7	7
Over 64	4	3

COMMENTS:

- ⇒ Also – we need a couple of “disabled” spaces in Langdon Street. I have a terrible time trying to get my disabled mother (age 91) to Yankee Paperback.
- ⇒ I need short-term parking: i.e. drop off books at library, pick up Rx at Brooks, quick trip into Main St. stores
- ⇒ Why is it that if you’re married to a police officer, you can get a permit immediately – this is politics at its worst.
- ⇒ What is the exact detail process to get a parking permit? Ed Fox, Cabot, VT 563-3131
- ⇒ I usually drive to Barre for shopping because I find parking on the Main St. For stamps and mailings, I go out of town to a post office easily accessible. The same for the library. In my late 70’s I don’t need the hassle of Montpelier parking.
- ⇒ I live on Downing Street – it is in deplorable condition and still people crowd it with cars to such a point that I cannot even back out of my driveway. I have to back down the street and turn in Blouin’s lot. This little dead end street needs to be permit parking only – I hate not having access or emergency access.
- ⇒ I walk to work because I live about 10 min. (walking) away from town. I only drive to do shopping or errands. It defeats the purpose of driving if I can’t park directly in town and it would discourage me from shopping locally!!
- ⇒ I should be able to park somewhere in the winter and not pay more – I HAVE A PARKING PERMIT
- ⇒ Hopefully you are getting this survey out to people who don’t live in Montpelier via employers, restaurants and shops; provide SASE to help assure return.

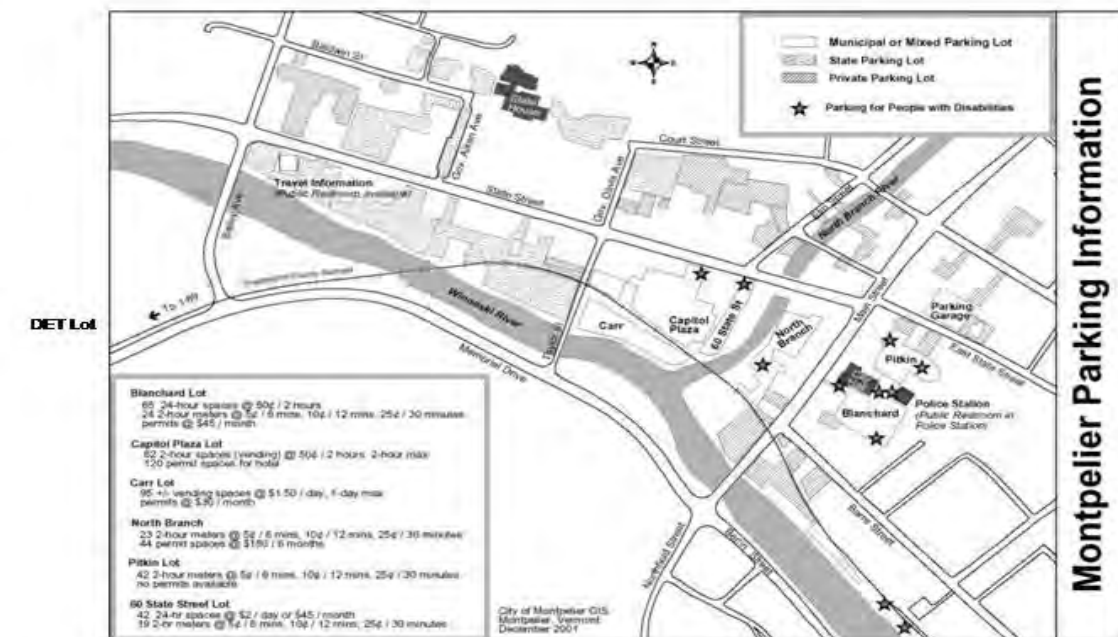
City of Montpelier
Department of Planning & Community
Development
39 Main Street – City Hall
Montpelier, VT 05602



"The City is seeking public input to help identify an alternative location for the 130 parking spaces that would be displaced if a Welcome and Transit Center is built on the Taylor Street parking lot known as the "Carr Lot." The parking currently at the Carr Lot would be removed as part of the proposed redevelopment of the site as a mixed-use transit center and recreational area. This survey will help us better understand the needs and preferences of the users of the city's parking areas as we try to improve mobility and the supply of parking in the area.

Thank you for completing the survey. Please return to the Planning and Community Development Department at 39 Main Street, City Hall,

The figure below shows some of the parking areas being considered for expansion to replace the 130 Carr Lot parking spaces.



Reminder: Carr Lot Replacement Parking
Scenarios
January 13, 2004, 7:00 p.m.
City Council Chambers, City Hall

1 **What was the primary reason why you drove to Montpelier today?**

☐ Work – all-day

☐ Work – part-time

☐ Work – attend meeting/appointment, etc.

☐ Personal – shopping/recreational/social

☐ Other: _____

2 **How long did it take to walk to your destination from the Car Lot?**

☐ Less than 5 minutes

☐ 6-10 minutes

☐ 11-15 minutes

☐ About 20 minutes

☐ More than 30 minutes

☐ Other: _____

3 **On average, how many days a week do you travel to downtown Montpelier?**

☐ Once or twice a week

☐ 3-4 times per week

☐ 5 times per week

☐ More than 5 times per week

☐ Other: _____

4 **How often do you usually park in the Car Lot?**

Every time I come to Montpelier

When I need to spend more than a couple of hours in downtown

Only when on-street parking is unavailable

This is the first time I've ever parked in this lot

Other: _____

5 **Why did you decide to park in the Car Lot?**

The location is convenient

The price is reasonable

The facility is good (i.e. clean, well-lit, covered, etc.)

There was no other parking available

Other: _____

6 **How did you pay for your parking today?**

Paid daily rate

I have a monthly pass

Other: _____

7

If you were making the same trip as you did today, under the same conditions (i.e. weather, number of passengers, items carried, etc.), would you be willing to

a.

Walk an additional 5 minutes to and from your destination to the parking lot?

☐ Yes

☐ No

☐ Unsure

b.

Take a free shuttle bus ride to and from your destination from another free parking area further away from the downtown than the Car Lot?

☐ Yes

☐ No

☐ Unsure

8

When you decide where to park, how important are the following amenities and facilities?

	Very Important					
	Not Important					
	The lot is covered	☐	☐	☐	☐	☐
	The lot is well-lit	☐	☐	☐	☐	☐
	Pedestrian access is easy	☐	☐	☐	☐	☐
	It is a secure lot with controlled access	☐	☐	☐	☐	☐
	Parking is inexpensive	☐	☐	☐	☐	☐
	The location is convenient	☐	☐	☐	☐	☐

9

If you had a choice, where would you park?

☐ On the street

☐ City Center Garage

☐ Behind City Hall

☐ Capital Plaza Lot

☐ 60 State Street

☐ Behind Aubuchon Hardware

☐ Other: _____

10

Please rank the following five options in terms of your preference with 1 as most preferred and 5 as least preferred

Ranking:

	Pay higher fees to park downtown
	Pay lower fees to park, about 2-3 minutes (walking) from downtown
	Park free about 5 minutes (walking) from downtown
	Park free about 10 minutes (walking) from downtown with frequent shuttle service to downtown with a small fee required to ride the shuttle
	Park free about 15 minutes (walking) from downtown with frequent FRBE shuttle service to downtown

Demographics – Please indicate the following:

11

Are you?

☐ Male

☐ Female

12

What is your age category?

☐ Under 21

☐ 21 to 35

☐ 36 to 54

☐ 55 to 64

☐ Over 64

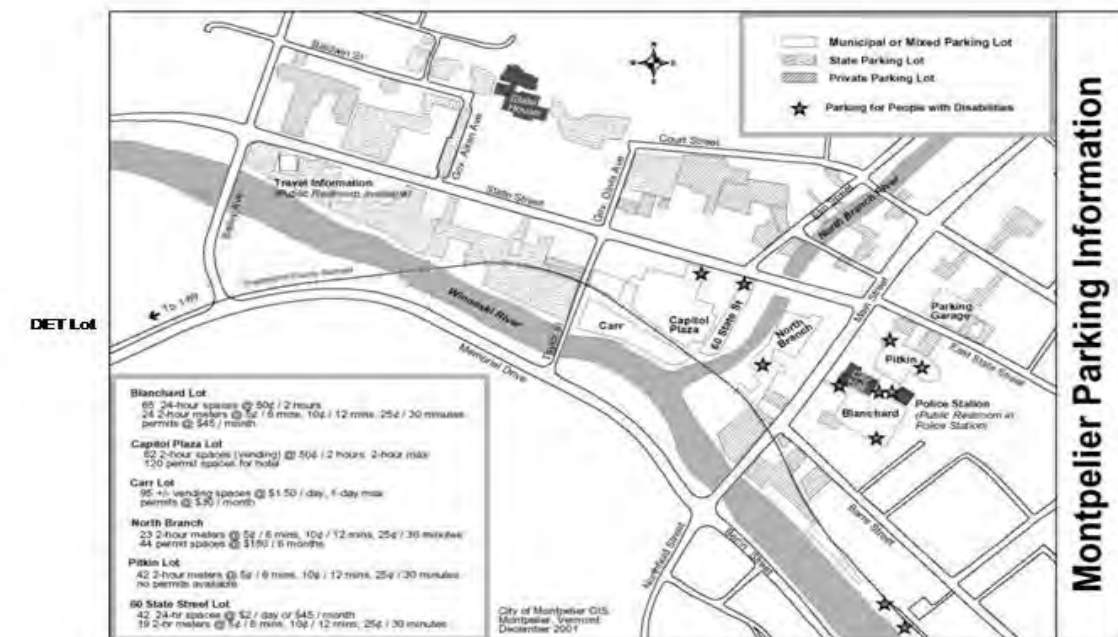
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Reminder: Carr Lot Replacement Parking
Scenarios
January 13, 2004, 7:00 p.m.
City Council Chambers, City Hall

1

How do you usually travel to downtown Montpelier?

☐ Drive Alone

☐ Carpool/Vanpool drive

☐ Carpool/Vanpool passenger

☐ Take the bus

☐ Bike or walk

☐ Other: _____

2

If you drive to downtown Montpelier, where do you usually park?

☐ In metered on-street parking

☐ On the street, at a non-metered spot

☐ In designated parking, provided by my employer

☐ In parking lot – if yes, which one _____

☐ Other: _____

3

How often do you drive to downtown Montpelier?

☐ Once or twice a week

☐ 3-4 times per week

☐ 5 times per week

☐ More than 5 times per week

☐ Other: _____

4

Do you usually drive to downtown Montpelier on:

☐ Work weekdays

☐ Weekday evenings

☐ Weekends

5

When you go downtown, generally-speaking, what is the purpose of trip?

☐ Work – all-day

☐ Work – part-time

☐ Work – attend meeting/appointment, etc.

☐ Personal – shopping/recreational/social

☐ Other: _____

6

If you drive, do you currently use the Carr Lot for parking??

☐ Yes (continue with questions)

☐ No (skip to Question 11)

7

How long do you walk from the Carr Lot to your destination?

☐ Less than 5 minutes

☐ 6-10 minutes

☐ 11-15 minutes

☐ More than 15 minutes

☐ Other: _____

		☐	☐	☐	☐	☐	☐	Very Important
	The lot is covered	☐	☐	☐	☐	☐	☐	
	The lot is well-lit	☐	☐	☐	☐	☐	☐	
	It is a lot with controlled access	☐	☐	☐	☐	☐	☐	
	Parking is inexpensive	☐	☐	☐	☐	☐	☐	
	The location is within a 5-minute walk of my destination	☐	☐	☐	☐	☐	☐	
	Pedestrian Access is easy	☐	☐	☐	☐	☐	☐	

8

How often do you usually park at the Carr Lot?

☐ I have a monthly pass

☐ Every time I come to Montpelier

☐ When I need to spend more than a couple hours in downtown

☐ Only when on-street parking is unavailable

☐ This is the first time I've ever parked in this lot

☐ Other: _____

9

Why do you use the Carr Lot for parking?

☐ The location is convenient

☐ The price is reasonable

☐ The facility is good (i.e. clean, well-lit, covered, etc.)

☐ There was no other parking available

☐ Other: _____

10

How do you pay for your parking in the Carr Lot?

☐ Daily fee

☐ Monthly fee

☐ Other: _____

11

How much do you usually pay for parking in general?

☐ I rarely pay for parking

☐ I pay a monthly fee

☐ Less than \$1.50/day (not a monthly fee)

☐ More than \$1.50/day (not a monthly fee)

☐ Other: _____

12

When you decide where to park, how important are the following amenities and facilities?

☐ Park free about 5 minutes (walking) from downtown

☐ Park free about 10 minutes (walking) from downtown with frequent shuttle service to downtown with a small fee required to ride the shuttle

☐ Park free about 15 minutes (walking) from downtown with frequent FRBH shuttle service to downtown

13

How far away do you usually park from your destination?

☐ Within two blocks

☐ Two to four blocks

☐ Four to six blocks

☐ More than six blocks

14

If you had a choice, where would you park?

☐ On the street

☐ City Center Garage

☐ Behind City Hall

☐ Capital Plaza Lot

☐ 60 State Street

☐ Behind Aubuchon Hardware

☐ Other: _____

15

Please rank the following five options in terms of your preference with 1 as most preferred and 5 as least preferred

Ranking:

	Pay higher fees to park downtown
	Pay lower fees to park, about 2-3 minutes (walking) from downtown
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	Park free about 10 minutes (walking) from downtown with frequent shuttle service to downtown with a small fee required to ride the shuttle
	Park free about 15 minutes (walking) from downtown with frequent FRBH shuttle service to downtown

Demographics – Please indicate the following:

16

Are you?

☐ Male

☐ Female

17

What is your age category?

☐ Under 21

☐ 21 to 35

☐ 36 to 54

☐ 55 to 64

☐ Over 64

APPENDIX D

First Public Work Session

Carr Lot Replacement Study Public Work Session #1

Prepared for
City of Montpelier
Carr Lot Redevelopment
Advisory Committee

January 13, 2004



Agenda

- Welcome and Introductions (Anderson)
 - Purpose of this work session
 - Update on the Carr Lot Transit & Welcome Center project
 - Brief overview of other transportation projects under way by the City
 - City Hall Rear Lot Study (Donovan)
 - Traffic & Circulation Model (Donovan)
 - Transportation Plan Update (Capels)
- Preliminary Findings of the Parking Replacement Study (Donovan)
 - Methodology for review and selection of sites
 - Summary of findings and recommendations of previous parking studies
 - Preliminary findings and selected sites
- Discussion of the Potential Replacement Facilities (Donovan)
- Potential impacts and benefits
- Conceptual footprints
- Other issues
- Summary and Next Steps
- Safe journey home



2

Meeting Purpose and Updates

Carr Lot Parking Space Replacement Study
Transit & Welcome Center
City Hall Rear Lot Study
Traffic & Circulation Model
Transportation Plan Update

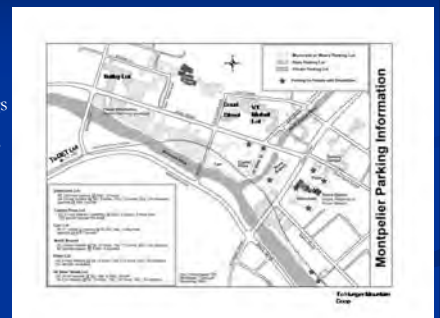


3

Preliminary Findings

Methods for Initial Selection

- Proximity
- Size
- Previous Findings
- Eight Initial Sites
- Three Additions



4

Preliminary Findings

Comparison Matrix

- Current Use & Ownership
- Pedestrian & Vehicular Access
- Link to Carr Lot
- Traffic Impacts
- Environmental Considerations
- Utility Conflicts
- Emergency Vehicle Access
- Construction Issues

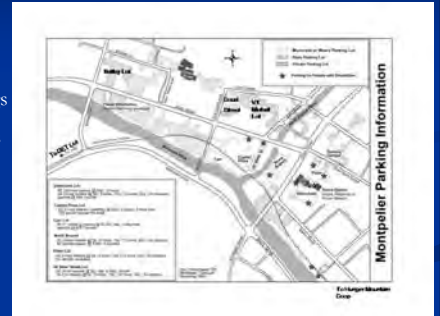


5

Preliminary Findings

Methods for Initial Selection

- Proximity
- Size
- Previous Findings
- Eight Initial Sites
- Three Additions



6

Preliminary Findings

Initial Selection

- Capitol Plaza Lot
- Dept. of Education & Training Lot
- 140 State Street Lot (Between 136 and 144)
- North Branch/Jacobs Lot
- State Request to Delete



7

Preliminary Findings

Capitol Plaza

- Single Spiral
- Multiple Access Points
- Allows Barre Street Ext.
- 280 Spaces
 - 130 Carr Lot
 - 80 Replacement
 - 50 Additional
- 350 SF/Space



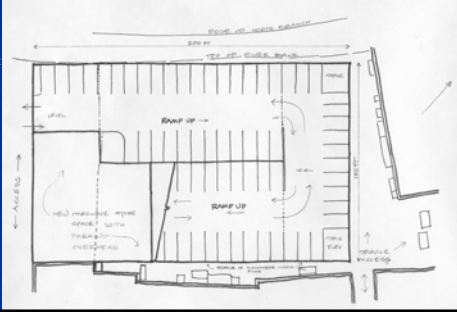
Preliminary Findings

North Branch

Single Spiral
Single Access Points

Allows Barre Street Ext.
256 Spaces

130 Carr Lot
61 Replacement
65 Additional
350 SF/Space



Preliminary Findings

Potential Impacts and Benefits

	Capitol Plaza	North Branch/Jacobs Lot
Facility & General Layout to accommodate 130 spaces ¹	shared, 3 level garage (1/2 level below grade)	2 1/2 level garage
Facility used for analysis	shared, 4 level (1/2 level below grade) (280 spaces)	3 level garage (256 spaces)
Current Use	62 leased public and 120 private parking spaces	61 leased public parking spaces/service access to businesses
Ownership	private	private



10

Preliminary Findings

Potential Impacts and Benefits

	Capitol Plaza	North Branch/Jacobs Lot
Potential Pedestrian Access to Downtown	easy access to State Street (and Main St. in the future via completed path / Barre St. Extension)	tight access to Main St. - needs access through buildings to State St. (easy access to path / Barre St. Extension)
Pedestrian access to the Carr Lot	1-2 minute walk across railroad	5-10 minute walk via State Street; 2-3 minute walk via railroad bridges (and in the future via path / Barre Street Extension)
Vehicular Access	acceptable vehicular access from Taylor St. & State St. (easy from Barre St. Extension)	difficult vehicular access from Main St. (easy from Barre St. Extension)



11

Preliminary Findings

Potential Impacts and Benefits

	Capitol Plaza	North Branch/Jacobs Lot
Traffic Impacts	increase use of State & Taylor Sts. & Taylor & Memorial Drive intersections	increase traffic on Main St. 1-way access points needed (potential easy future access from Barre Street Extension)
Visual Impacts	garage in context with adjacent hotel building - view corridors from hotel maintained	garage in context with adjacent buildings - Riverside treatment important - somewhat hidden - view from adjacent windows blocked
Environmental Considerations	minimal	potential river impacts
Utility Conflicts	overhead wires	overhead wires



12

Preliminary Findings

Potential Impacts and Benefits

	Capitol Plaza	North Branch/Jacobs Lot
Emergency Vehicle Access	acceptable emergency vehicle access from Taylor St. & State St. (easy from Barre St. Extension)	difficult emergency vehicle access from Main St. (easy from Barre St. Extension) – blocks access to rear of State St. and Main St. buildings
Compatibility with Relevant Plans & Recommendations	could limit development potential along Barre St. Extension – higher garage could retain potential	compatible
Construction Issues	open area – relatively easy construction	constricted site – difficult construction – removal & replacement of Aubuchon Hardware could simplify construction
Efficiency	350 sf/space	350 sf/space



13

Other Considerations

Pitkin & Blanchard Lots

- Pitkin – 298 Spaces on 5 levels (465 SF/Space)
- Blanchard – 224 Spaces on 5 levels (470 SF/Space)
- Greater Distance
- Reduces Overall Increase in Parking on these sites



14

Discussion

For Consideration

- Preferred location for pedestrians
- Preferred location for vehicular access
- Preferred location for linkage to Carr Lot/ Transit & Welcome Center
- Visual impacts
- Efficiency & Cost
- Overall Preference



15

Next Steps

Select Recommended Site
 Prepare Conceptual Design and Cost Estimate
 Assemble Final Report
 Submit by the End of February



16

Carr Lot Replacement Study Public Work Session #1

Prepared for
City of Montpelier
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January 13, 2004



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2

Meeting Purpose and Updates

Carr Lot Parking Space Replacement Study
Transit & Welcome Center
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3

Preliminary Findings

Methods for Initial Selection

- Proximity
- Size
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- Eight Initial Sites
- Three Additions



4

Preliminary Findings

Comparison Matrix

- Current Use & Ownership
- Pedestrian & Vehicular Access
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- Traffic Impacts
- Environmental Considerations
- Utility Conflicts
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- Construction Issues



5

Preliminary Findings

Methods for Initial Selection

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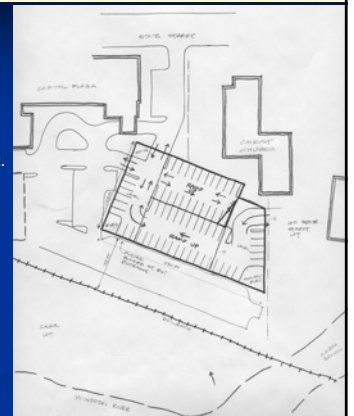


7

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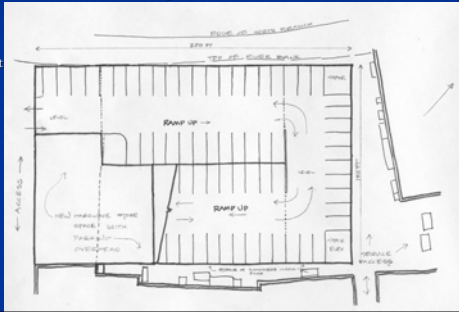
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For Consideration

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- Visual impacts
- Efficiency & Cost
- Overall Preference



15

Next Steps

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 Assemble Final Report
 Submit by the End of February



16

APPENDIX E

Second Work Session



Montpelier City Hall Rear Lot Parking Structure & Carr Lot Studies

Public Input Meeting

Presented by
Wilbur Smith Associates
May 27, 2004

Agenda

- Background and Study Purpose
- Alternate Layouts
- Statistics & Potential Impacts
- Public Comments
 - Questions
 - Concerns



2

The Need for More Parking

- Two Separate Studies
 - Carr Lot Replacement
 - City Hall Rear Lot



3

The Need for More Parking

- 2001 Parking Report to City Council
 - Many past parking studies with similar findings and recommendations
 - Demand for 600 Additional Spaces over Next 5 Years
 - **250** to be addressed through parking management strategies
 - **350** to be addressed with additional parking spaces



4

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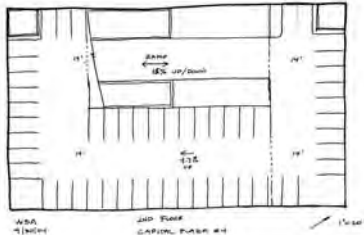
Alternatives

[illegible]

Capital Plaza Alternative

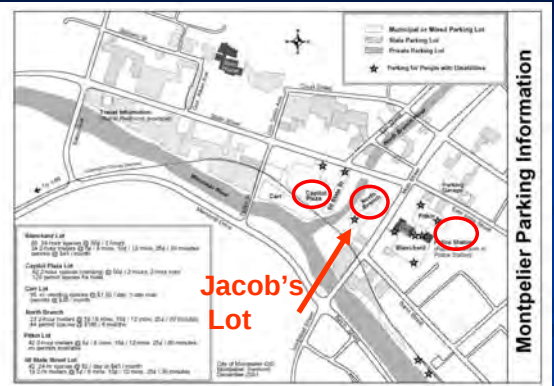
A hand-drawn site plan for the Capital Plaza Alternative. The plan shows a large rectangular building with a central section that is wider than the side sections. To the left of the building is a parking lot with several spaces marked. To the right of the building is another parking lot, also with marked spaces. A road or driveway runs along the top of the building. A north arrow is located in the upper right corner of the plan. Text labels include 'CAPITAL PLAZA' and 'NEW BUILDING' in the lower left, and '100' and '150' in the lower right. The drawing is done in black ink on a white background.

Capital Plaza Alternative (2nd level)



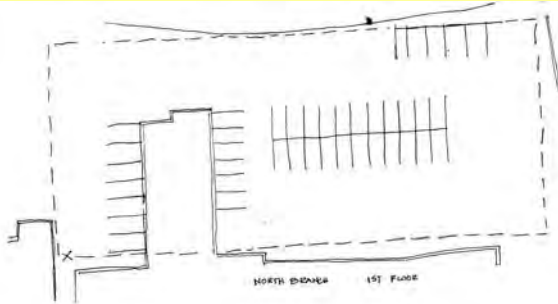
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Montpelier Off-Street Parking

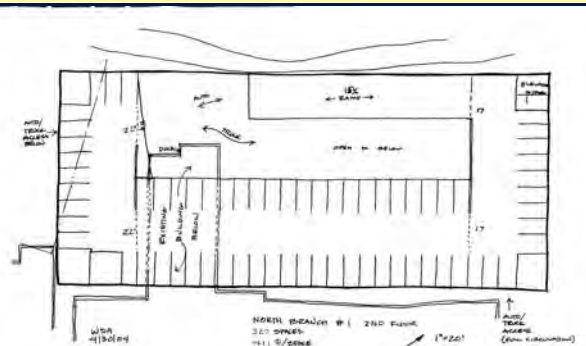


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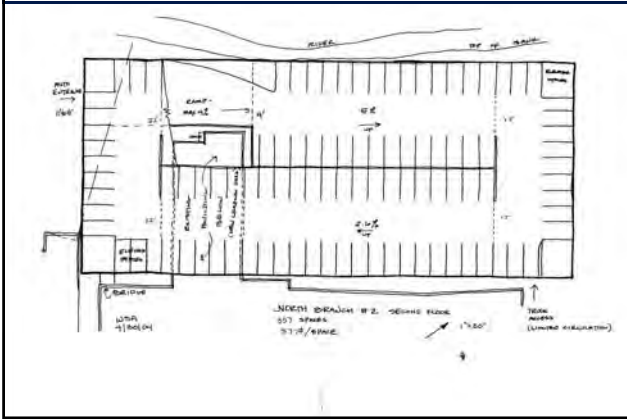
Jacobs Lot (1st level)



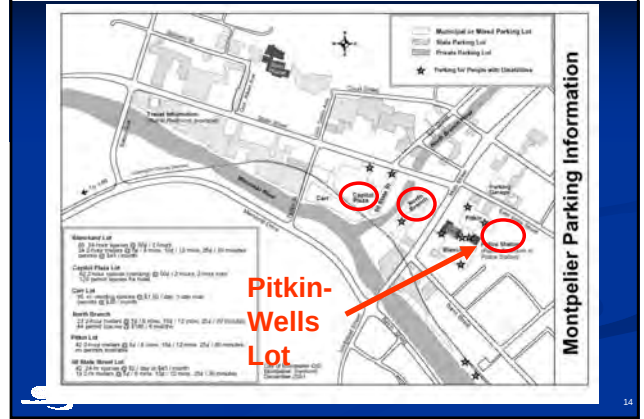
Jacobs Lot #1 (2nd level)



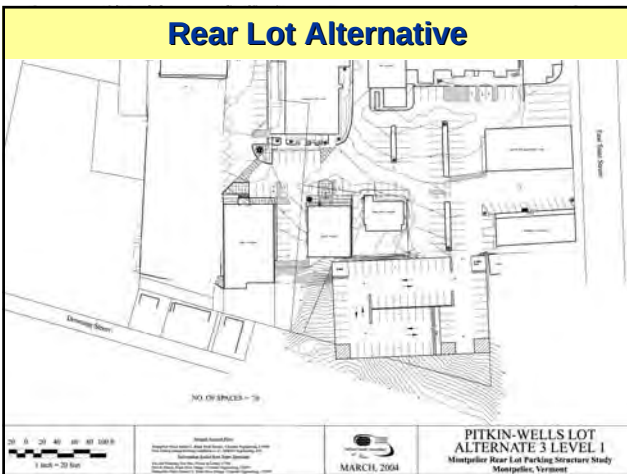
Jacobs Lot #2 (2nd level)



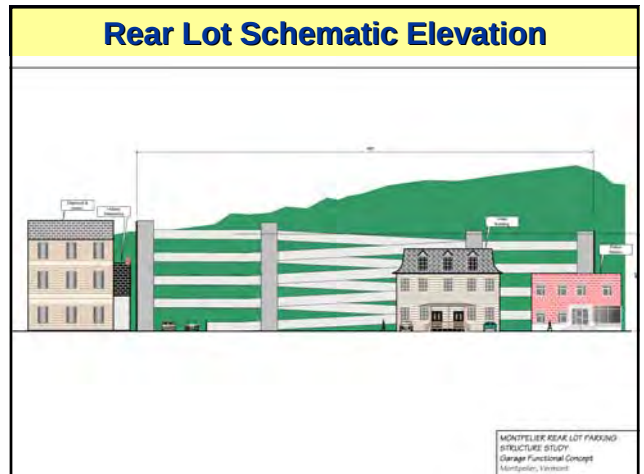
Montpelier Off-Street Parking



Rear Lot Alternative



Rear Lot Schematic Elevation



Location	Direction	Vehicle Type	Vehicle Type	Vehicle Type	Vehicle Type
Capital Plaza	Northbound	1/3 New Spaces	23 out	23 out	23 out
Capital Plaza	Southbound	1/3 New Spaces	23 in and out	23 in and out	23 in and out
Capital Plaza	Eastbound	1/3 New Spaces	23 out	23 out	23 out
Capital Plaza	Westbound	1/3 New Spaces	23 in and out	23 in and out	23 in and out
Capital Plaza	Staff	1/3 New Spaces	6 out	6 out	6 out
Capital Plaza	Total 1/3 Use	1/3 New Spaces	73	73	73
Capital Plaza	Total 2/3 Use	1/3 New Spaces	119	119	119
Capital Plaza	Jacobs Lot	1/3 New Spaces	12 out	12 out	12 out
Capital Plaza	Existing Carr Lot	1/3 New Spaces	23 out	23 out	23 out
Capital Plaza	Total 1/3 Use	1/3 New Spaces	35	35	35
Capital Plaza	Total 2/3 Use	1/3 New Spaces	70	70	70
Capital Plaza	Level of Service and Delay Analysis	1/3 New Spaces			

New Trips Generated at the Carr Lot Replacement Parking Alternatives during the PM Peak Hour									
	Capital Plaza								
1/3 New Spaces	23 out								
Welcome Center	24 in and out								
Buses	20 in and out								
Staff	6 out								
Total 1/3 Use	73								
Total 2/3 Use	119								
	Jacobs Lot								
1/3 New Spaces	12 out								
Existing Carr Lot	23 out								
Total 1/3 Use	35								
Total 2/3 Use	70								
Level of Service and Delay Analysis									

Location	Direction	Vehicle Type	Vehicle Type	Vehicle Type	Vehicle Type
Capital Plaza	Northbound	1/3 New Spaces	23 out	23 out	23 out
Capital Plaza	Southbound	1/3 New Spaces	23 in and out	23 in and out	23 in and out
Capital Plaza	Eastbound	1/3 New Spaces	23 out	23 out	23 out
Capital Plaza	Westbound	1/3 New Spaces	23 in and out	23 in and out	23 in and out
Capital Plaza	Staff	1/3 New Spaces	6 out	6 out	6 out
Capital Plaza	Total 1/3 Use	1/3 New Spaces	73	73	73
Capital Plaza	Total 2/3 Use	1/3 New Spaces	119	119	119
Capital Plaza	Jacobs Lot	1/3 New Spaces	12 out	12 out	12 out
Capital Plaza	Existing Carr Lot	1/3 New Spaces	23 out	23 out	23 out
Capital Plaza	Total 1/3 Use	1/3 New Spaces	35	35	35
Capital Plaza	Total 2/3 Use	1/3 New Spaces	70	70	70
Capital Plaza	Level of Service and Delay Analysis	1/3 New Spaces			

Discussion



Contact Information

Jim Donovan, ASLA
Wilbur Smith Associates
Phone: 802-985-2530
Fax: 802-985-8175
jdonovan@wilbursmith.com

Study Information on City Web Site

<http://www.montpelier-vt.org/wip>



Appendix F City Council Presentation



Montpelier Carr Lot Replacement Studies

City Council Meeting

July 14, 2004

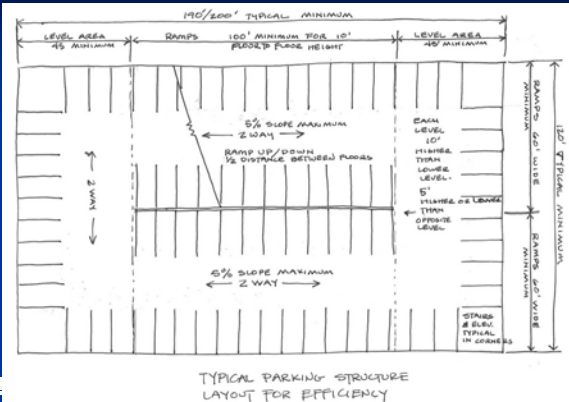
Agenda

- Background and Study Purpose
- Alternate Layouts
- Statistics & Potential Impacts
- Discussion

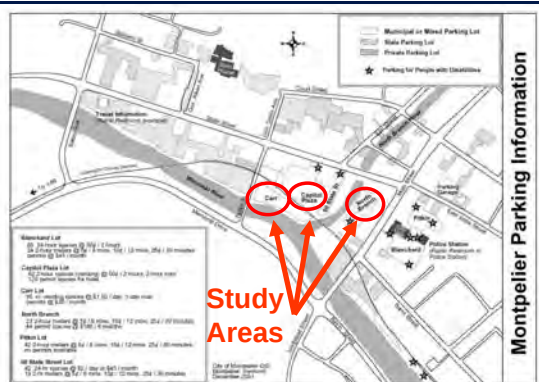
Carr Lot Replacement Potentials



Efficient Parking Structure Layout



Carr Lot Replacement "Finalist"



5

Alternatives



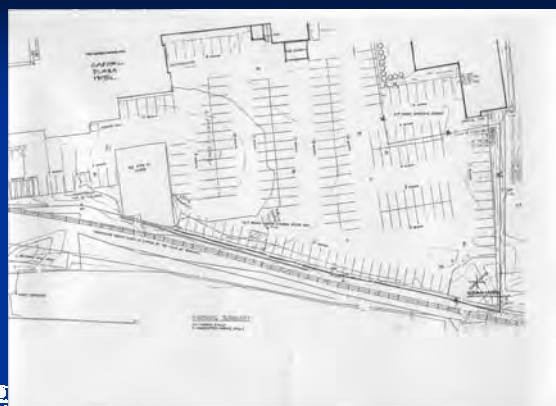
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Capital Plaza Alternative



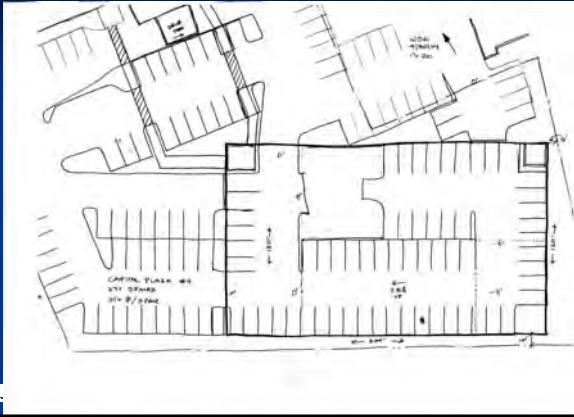
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Capital Plaza Existing



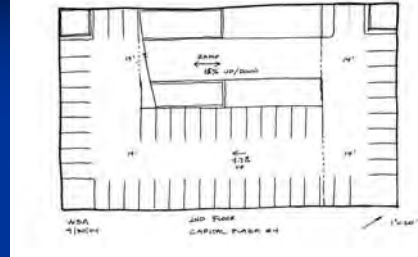
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Capital Plaza Alternative



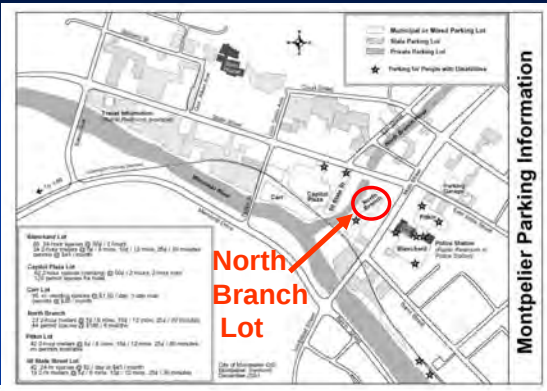
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Capital Plaza Alternative (2nd level)



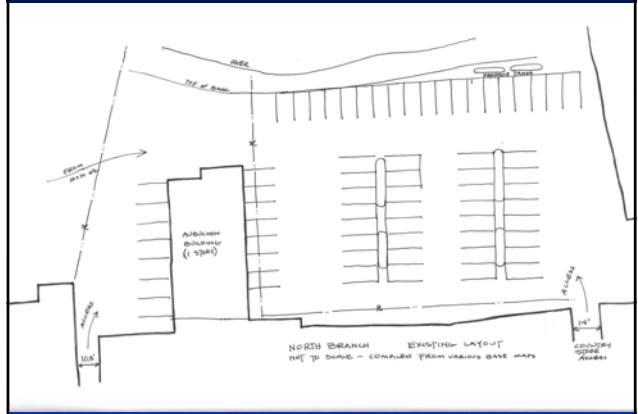
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North Branch Alternative

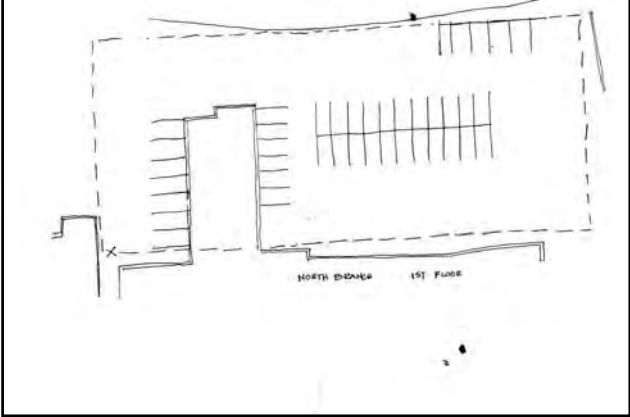


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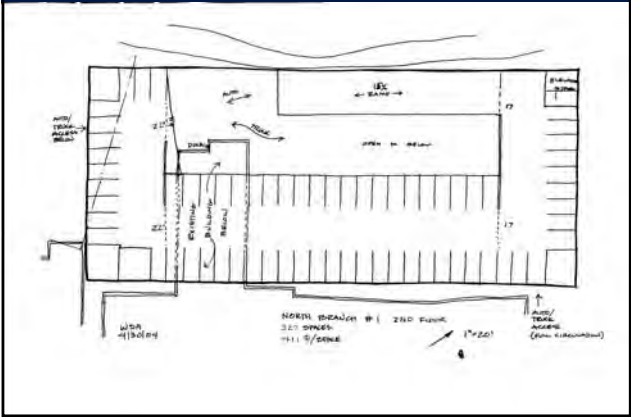
North Branch (Existing)



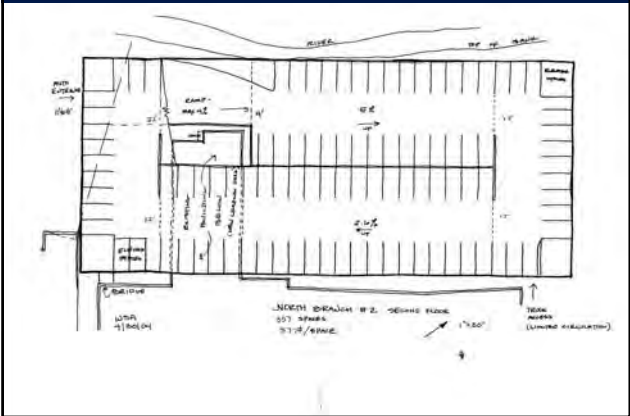
North Branch (1st level)



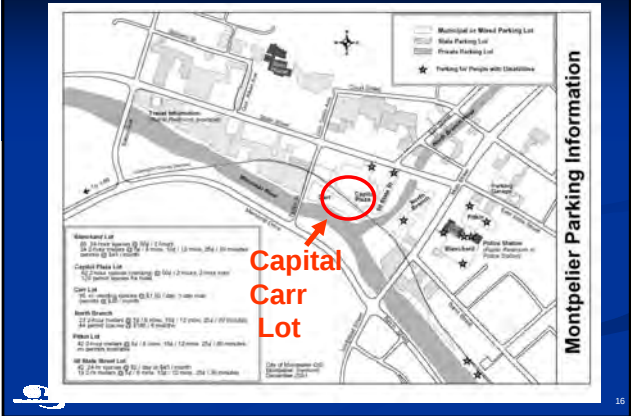
North Branch #1 (2nd level)



North Branch #2 (2nd level)



Capital Plaza/Carr



[illegible]

Capital Plaza Carr #2

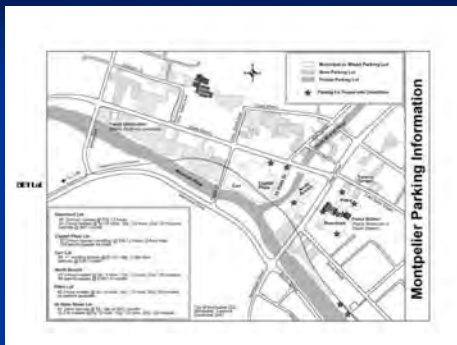
	Capital Plaza C	North Branch/Jacobs Lot #1	North Branch/Jacobs Lot #2	Capital Plaza Carr #1	Capital Plaza Carr #2
New Spaces After Carr Lot (-130)	34	197	227	110	154
Efficiency	356 SF / Space	411 SF / Space	377 SF / Space	360 SF / Space	342 SF / Space
Estimated Construction Cost per Space	\$17,000	\$17,000	\$17,000	\$18,000	\$18,000
Total Construction Cost	\$4,607,000	\$5,559,000	\$6,069,000	\$6,246,000	\$7,038,000
Operating Cost Per Space	\$350	\$375	\$375	\$350	\$375
Total Operating Cost per Year	\$95,000	\$123,000	\$135,000	\$121,500	\$146,625

[illegible]

New Trips Generated at the Carr Lot Replacement Parking Alternatives during the PM Peak Hour									
	Capital Plaza								
1/3 New Spaces	23 out								
Welcome Center	24 in and out								
Buses	20 in and out								
Staff	6 out								
Total 1/3 Use	73								
	46 out								
Total 2/3 Use	119								
	Jacobs Lot								
1/3 New Spaces	12 out								
Existing Carr Lot	23 out								
Total 1/3 Use	35								
	35 out								
Total 2/3 Use	70								
Level of Service and Delay Analysis									

Capitol Plaza	Existing		New Garage 1/3 use		New Garage 2/3 use		
State St. & Elm St.	LOS	Delay	LOS	Delay	LOS	Delay	
Parking Lot	North Bound	C	24.8	D	27.0	28.0	
Elm St.	South Bound	D	25.5	D	27.6	28.6	
State St.	East Bound	A	0.5	A	0.5	1.5	
State St.	West Bound	A	0.4	A	0.4	0.4	
State St. & Taylor St.	LOS	Delay	LOS	Delay	LOS	Delay	
Taylor St.	North Bound	F	609.9	F	622.5	F	613.9
Low, Davis Dr.	South Bound	F	89.7	F	92.1	F	84.2
State St.	East Bound	A	4.2	A	4.2	A	4.2
State St.	West Bound	A	4.1	A	4.1	A	4.1
US 2 & Taylor St.	LOS	Delay	LOS	Delay	LOS	Delay	
Taylor St.	South Bound	C	24	C	25.4	C	26.4
US 2	East Bound Thru	B	18.4	B	18.4	B	18.4
US 2	East Bound Left	D	48.2	D	48.7	D	48.7
US 2	West Bound	C	21.5	C	21.8	C	21.8
Jacob's Lot	Existing		New Garage 1/3 use		New Garage 2/3 use		
Main St. & Barre St.	LOS	Delay	LOS	Delay	LOS	Delay	
Barre St.	West Bound	F	244.3	F	258.1	F	261.2
M&M Bldg	East Bound	E	36.5	F	32.2	F	81.8
Main St.	North Bound	A	0.1	A	0.1	A	0.1
Main St.	South Bound	A	1.7	A	1.7	A	1.7
US 2 & Main St.	LOS	Delay	LOS	Delay	LOS	Delay	
Northfield St.	North Bound	F	626.7	F	626.7	F	630.6
Main St.	South Bound	D	4.6	D	4.6	D	46.4
US 2	East Bound	B	18.9	B	18.9	B	18.9
US 2	West Bound	B	18.9	B	18.9	B	18.9
State St. & Main St.	LOS	Delay	LOS	Delay	LOS	Delay	
Main St.	North Bound	D	36.8	D	36.4	D	36.9
Main St.	South Bound	F	142.2	F	142.2	F	142.6
State St.	East Bound	F	270.2	F	270.2	F	270.2
East State St.	West Bound	F	103.3	F	98.9	F	103.3

Discussion



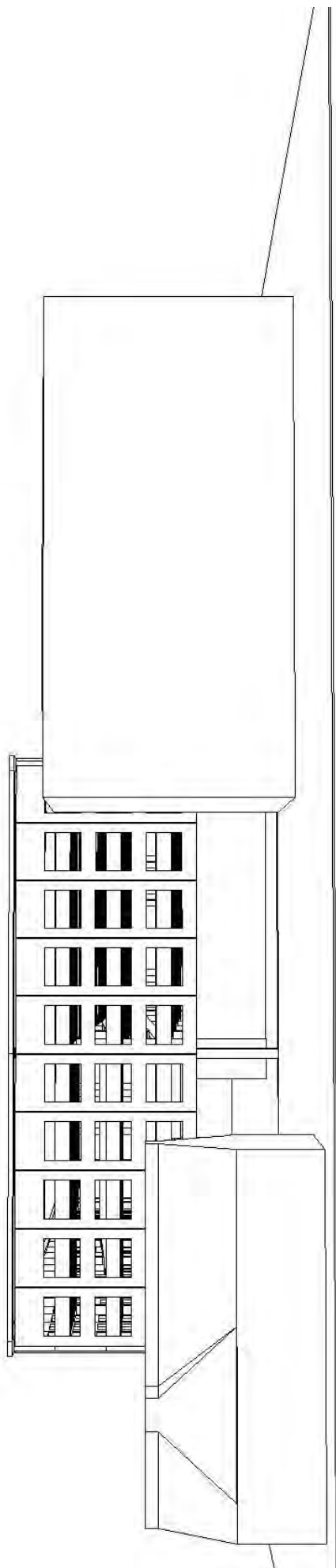
Contact Information

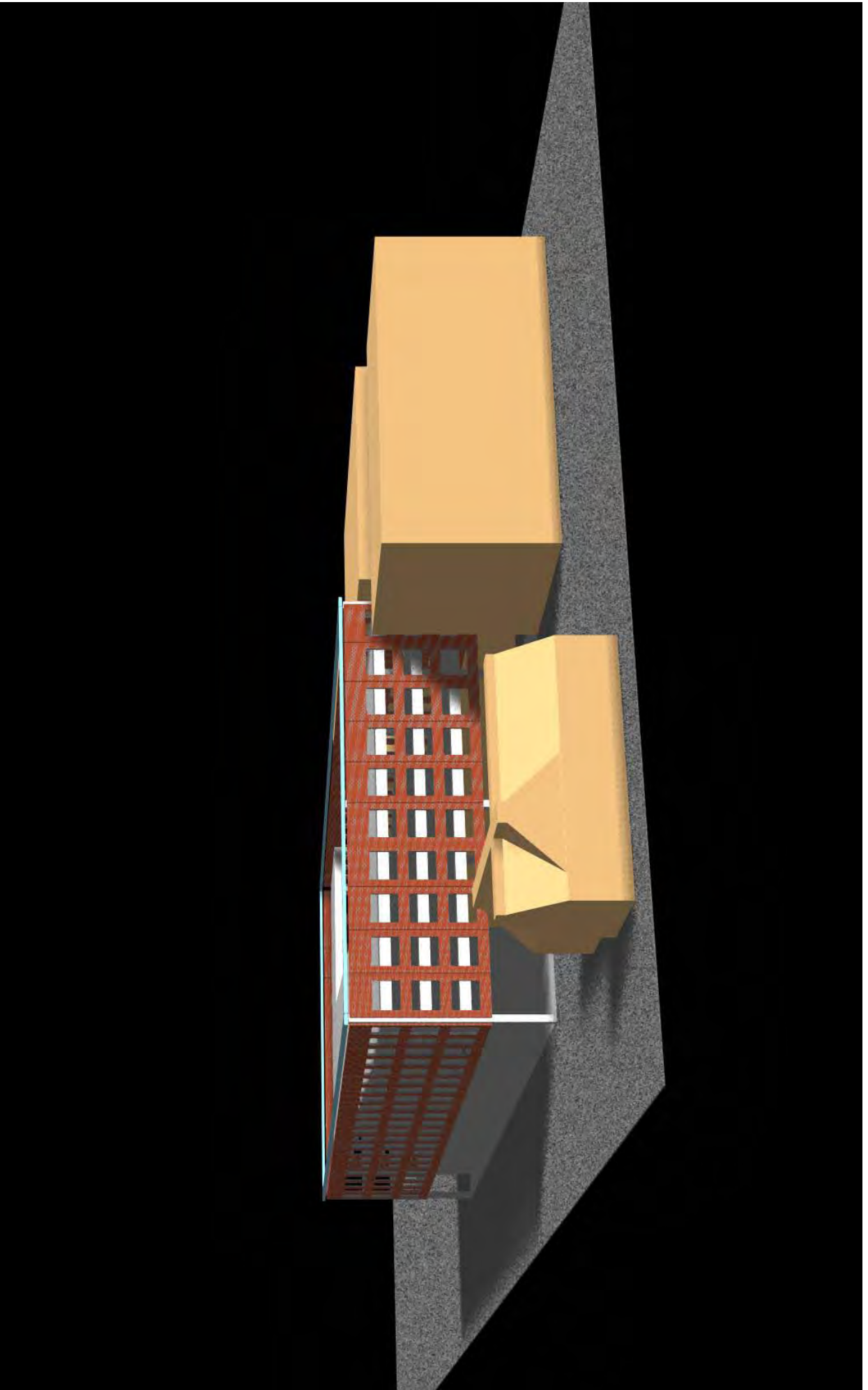
Jim Donovan, ASLA
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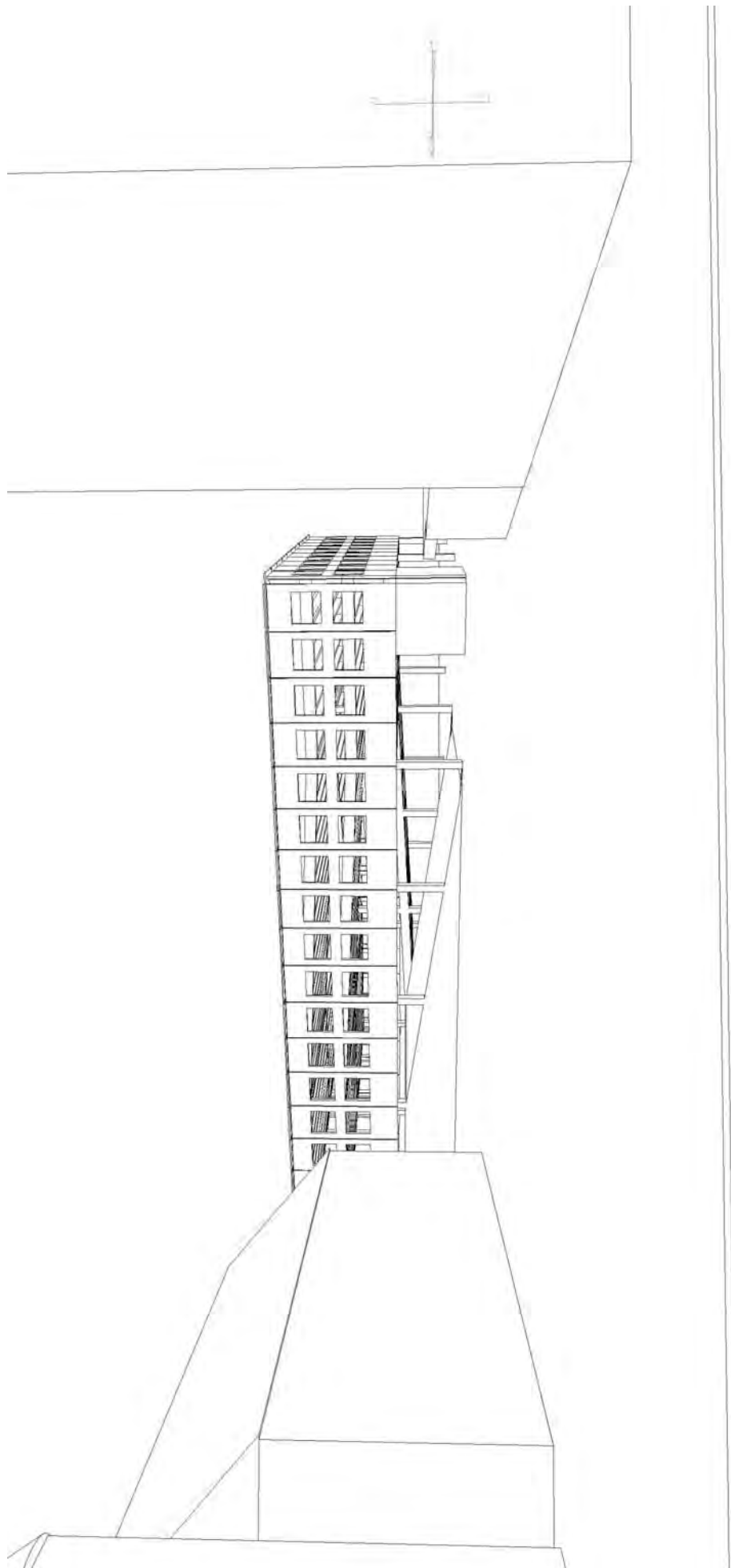
Study Information on City Web Site

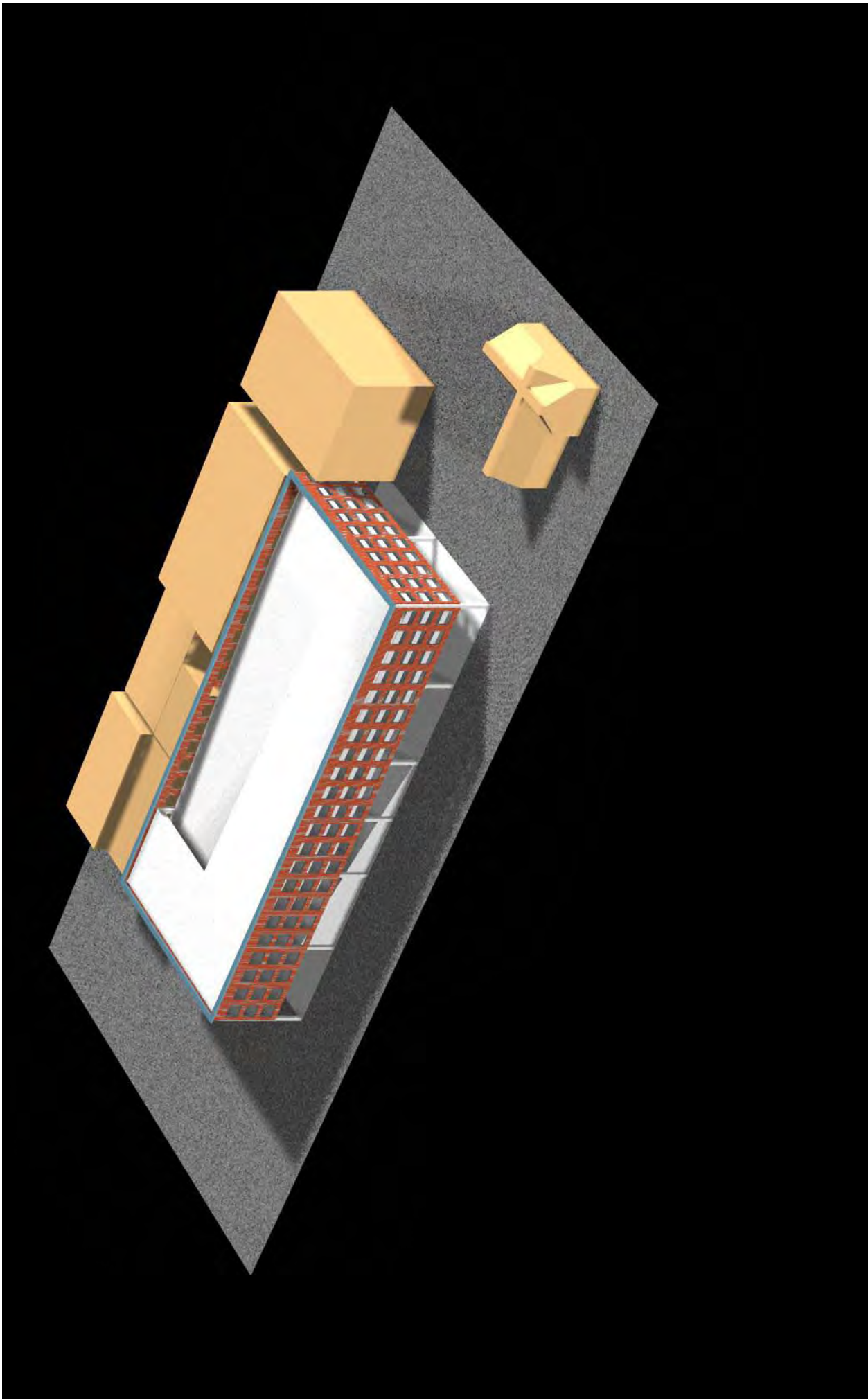
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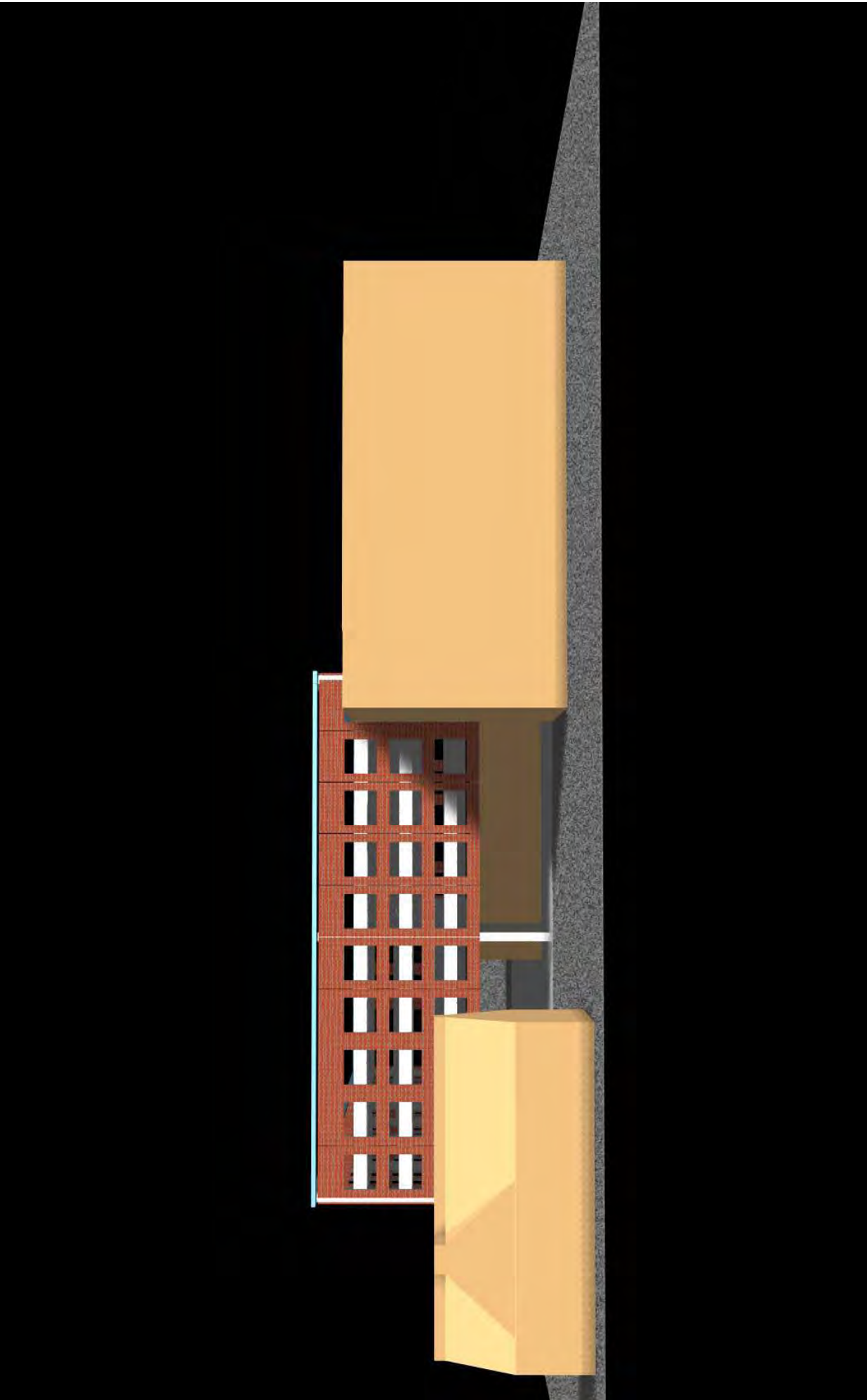
APPENDIX G Photo Simulations

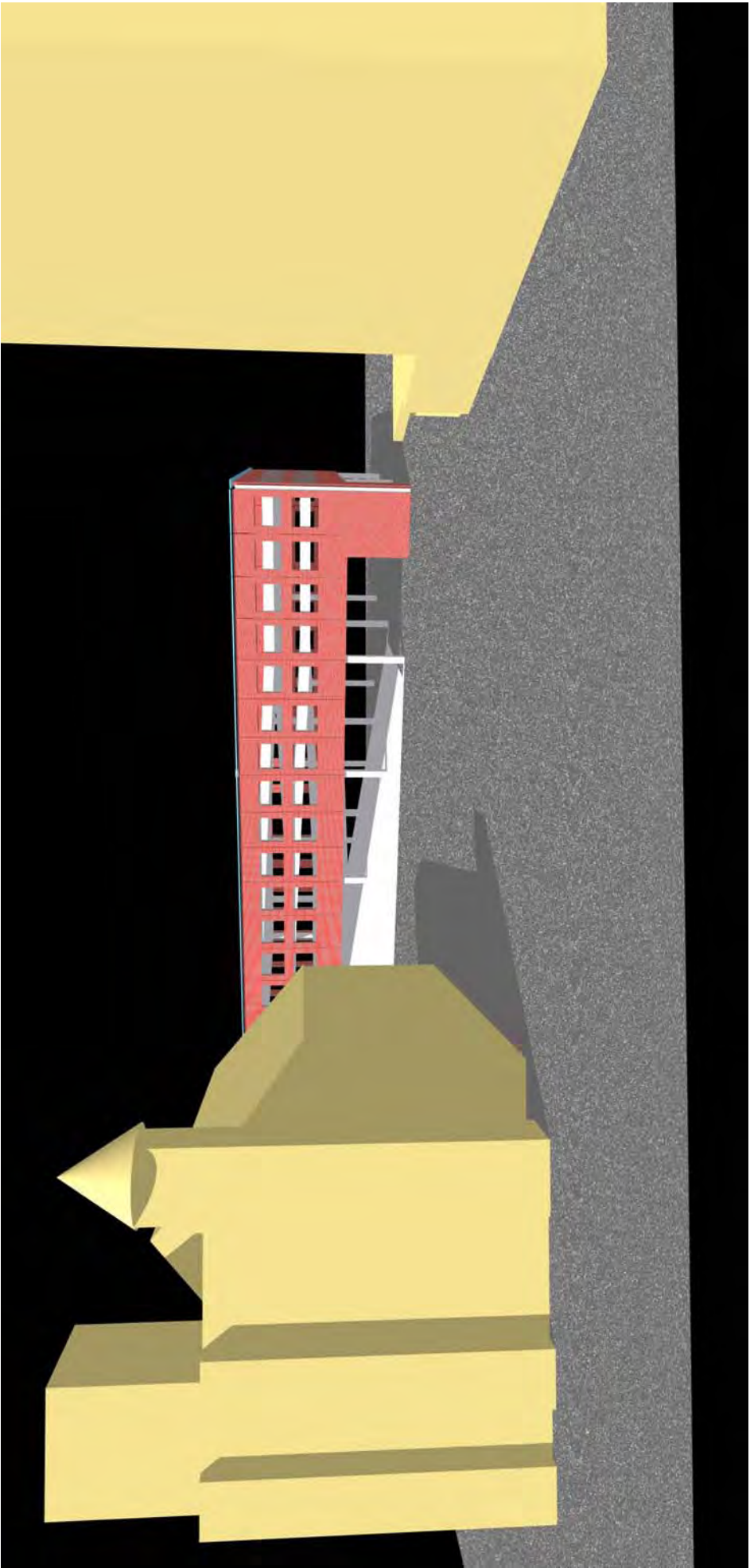


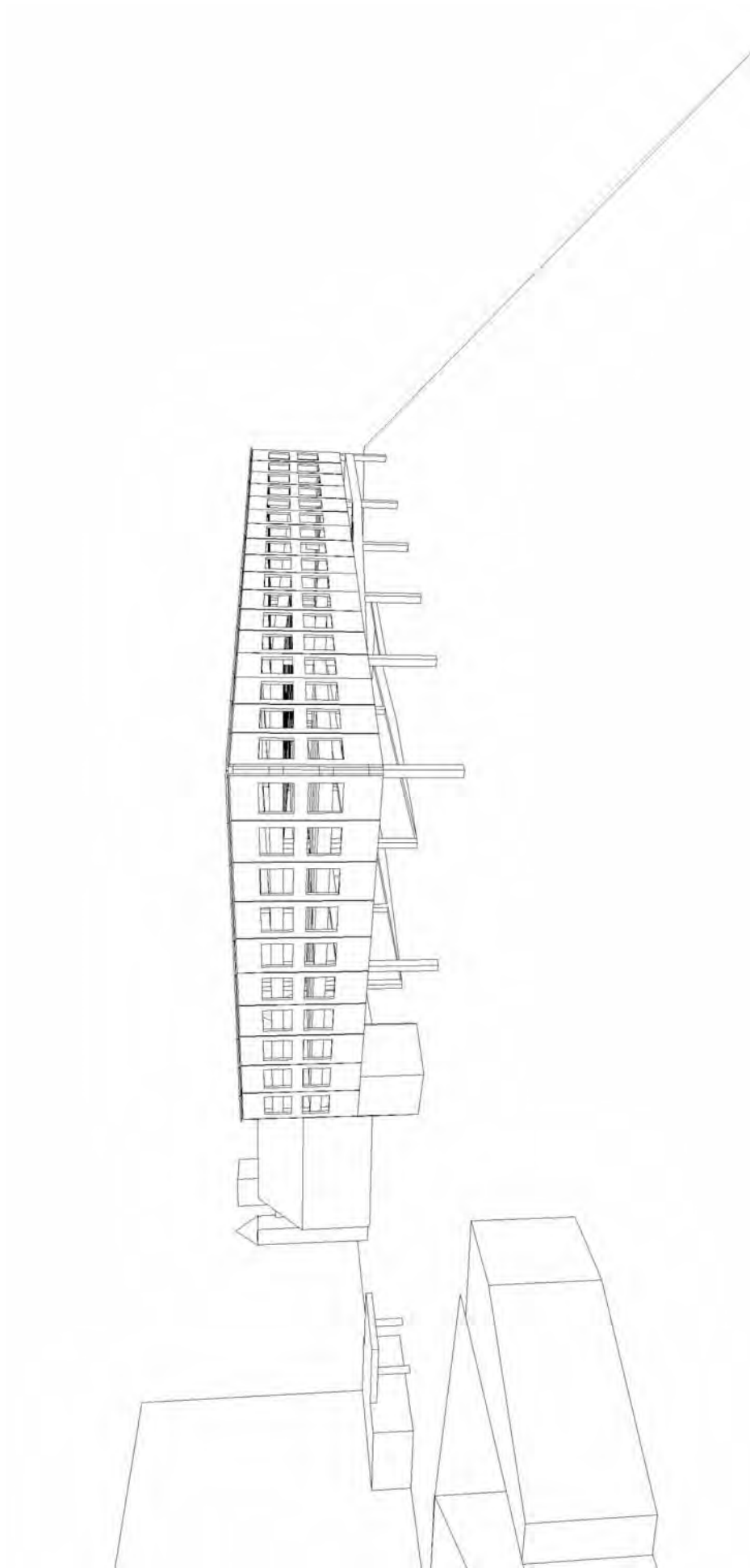


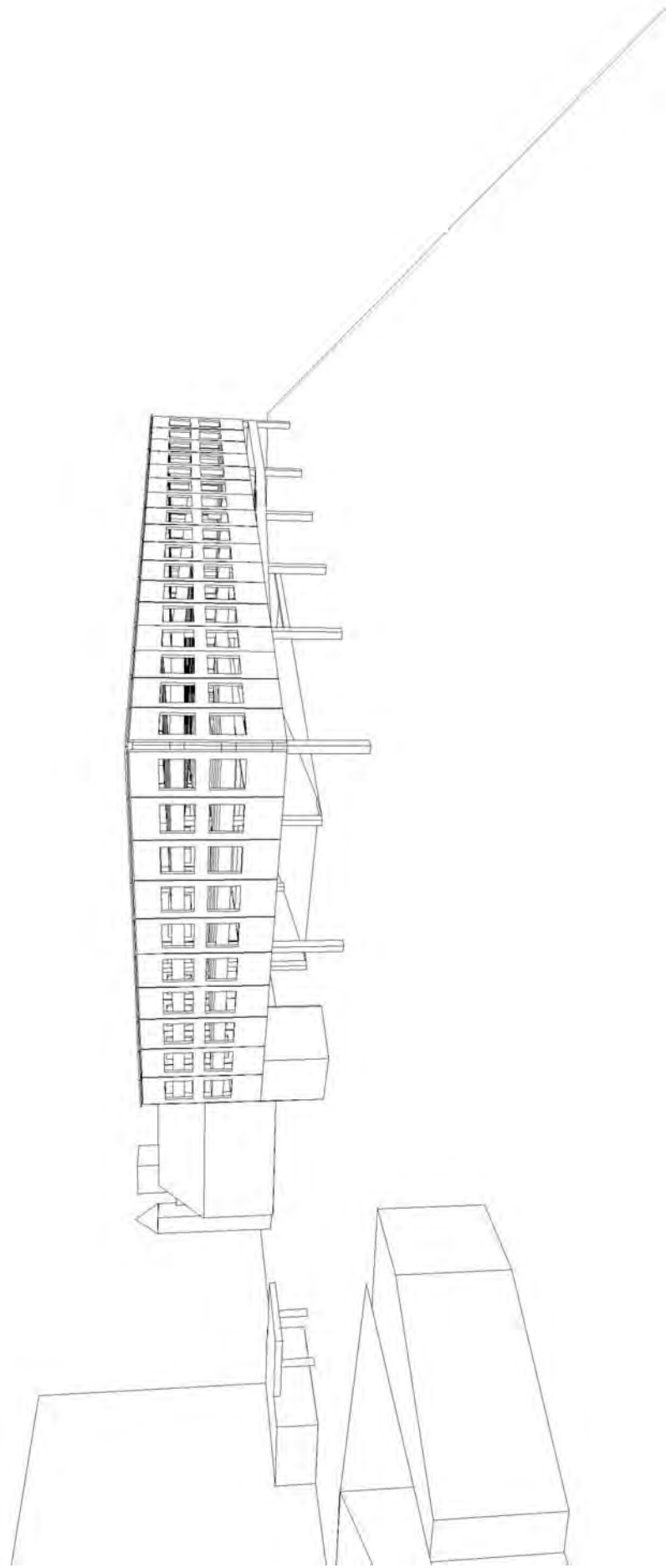


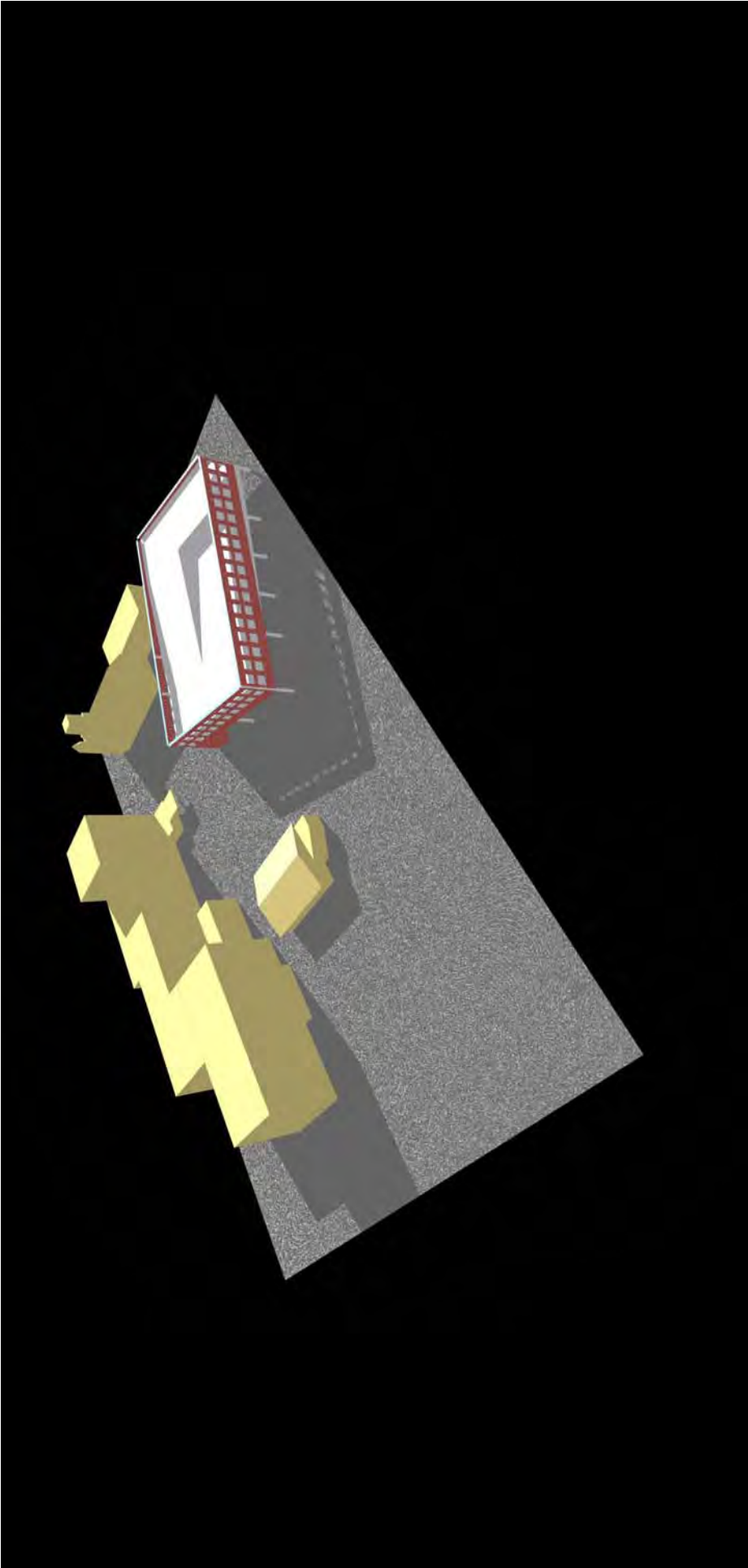


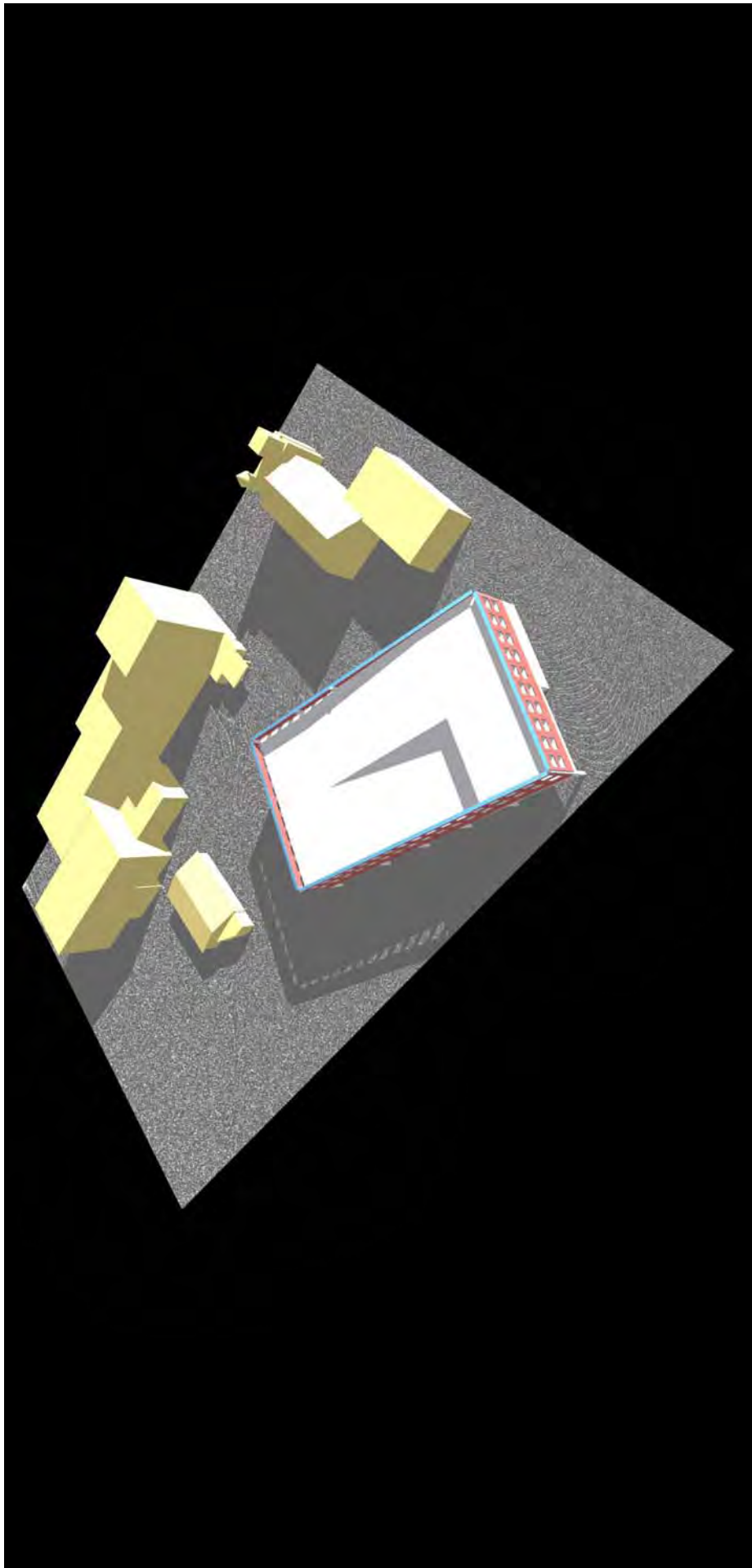












CITY COUNCIL GOALS 2014-2015

Adopted May 14, 2014

- 1. Goal:** ***Balance and control municipal budgeting, taxes and services relative to current population and grand list tax base***

Steps:

- Develop three year budget projections
- Complete plan to implement debt and fund balance policy after we receive the annual audit
- Further explore inter-municipal and intra-municipal agreements, as well as the possibility of merged services to find efficiencies
- Pursue acquisition of CVMC water system
- Implement Public Safety Authority and explore regionalization of dispatch

- 2. Goal:** ***Make steady progress toward maintaining and improving infrastructure and establish a clear timeline for achieving “steady state”***

Steps:

- Maintain commitment to “steady state” funding plan to improve streets and sidewalks
- Establish metrics for measuring progress toward achieving “steady state”
- Explore ways to remove all dual utility poles in Montpelier
- Address funding for Class 2 Highways
- Identify opportunities to integrate public art into city projects

- 3. Goal:** ***Alleviate parking pressures in Montpelier to maintain a vibrant downtown***

Steps:

- Review and balance alternatives between adding parking and reducing parking demand
- Inventory existing spaces and potential new opportunities
- Explore feasibility of parking structures in Montpelier

4. **Goal:** *Provide and receive comprehensive information about the City government and the community*

Steps:

- Revamp city website to make it more user-friendly; provide clear and easy-to-find information for residents, as well as potential residents and potential businesses
- Gather contact information from residents
- Gather information from the community about City services
- Proactively provide electronic information to citizens – possibly via regular e-newsletter

5. **Goal:** *Create a hospitable environment for development*

A. Housing

Steps:

- Actively engage in zoning process to assure that regulations will help promote new housing; require regular updates from Planning Commission
- Consider public investment in infrastructure on a case by case basis to generate housing
- Expand composition and role of Housing Task Force
- Direct Housing Task Force to provide strategies to increase housing starts beyond just affordable housing; include local realtors, developers in process

B. Commercial

- Adopt an economic development strategic plan
- Review the Montpelier Business Loan Fund, Tax Stabilization and other tools the City has to promote economic development

6. **Goal:** *Become a nationally known bike and pedestrian friendly city.*

Steps:

- Complete the Bike/Ped Master Plan
- Explore Shared Bike systems

7. **Goal:** *Make significant progress on three major outstanding capital projects: District Heat, Transit Center and Montpelier Bike Path*

Steps:

- Oversee final design and construction of 1 Taylor Street
- Maintain the Bike Path schedule
- Successfully launch operational phase of District Heat Montpelier

8. **Goal:** *Establish a clear plan for short-term, medium-term and long-term Net Zero Implementation*

Steps:

- Ensure adequate public outreach and stakeholder involvement.
- Enter into a contract for group net metering for city electrical needs.

9. **Goal:** *Identify needs and opportunities for stormwater management*

Steps:

- Educate Council on requirements such as the new TMDL
- Create citywide storm water plan to minimize demand on city systems and protect public and private property during major rain events
- Receive recommendations for implementation of the plan

10. **Goal:** *Support and promote a vibrant downtown*

Steps:

- Work to ensure that the Farmers' Market stays downtown
- Explore the periodic closure of State Street
- Successfully implement the Downtown Improvement District
- Engage in the State St. reconstruction plan
- Implement and evaluate the parklet pilot project

11. **Goal:** *Review and revamp public safety ordinances including consideration of fee/fine structures and use of restorative justice practices*

Steps:

- Identify resources to complete this work

Minutes of the Montpelier City Council Meeting
June 25, 2014
Montpelier City Hall Council Chambers

In attendance: Mayor John Hollar (presiding), City Councilors Tom Golonka, Thierry Guerlain, Jessica Edgerly Walsh, Justin Turcotte, Dona Bate, and Assistant City Manager Jessie Baker (Councilor Anne Watson was absent). City Clerk John Odum acted as Secretary of the meeting.

-
- 14-158. At 5:15 PM, the meeting was called to order by Council President Tom Golonka. Also present were Councilors Guerlain, Edgerly Walsh, Turcotte and Bate. At 5:16, Councilor Edgerly Walsh moved that the council enter executive session (and to include the Assistant City Manager and City Attorney Robert Fletcher) to discuss the Vermont College of Fine Arts vs. City, Tax Appeal Case. Councilor Golonka seconded. The motion carried unanimously.
- At 5:21, Mayor Hollar joined the meeting.
- At 6:16 Councilor Golonka moved the Council return to open session, and was seconded by Councilor Edgerly Walsh. The motion carried unanimously. Councilor Golonka moved for a recess to accommodate a brief meeting of the Board of Abatement. Councilor Turcotte seconded. The motion passed unanimously.
- The Mayor called the meeting back to order at 6:30 PM to begin regular business.
- 14-160. Vicki Lane asked that future large-scale fireworks displays be clearly publicized so citizens could be prepared. She also noted it is still difficult to hear councilors on the television feed.
- Steven Syz asked if any of the Council members intend to replace those who normally clean up on July 3rd. The Mayor felt the question as phrased was inappropriate and Mr. Syz instead asked that the Council ensure the city is cleaned after July 3rd celebrations.
- Megan Schultz, organizer of the recent Park in the Street event, thanked the Council and the city and reported on the success of the event.
- 14-161. Councilor Guerlain moved approval of the consent agenda. Councilor Bate seconded. Councilor Edgerly Walsh asked that item g be pulled and the motion was so amended, passing unanimously at 6:36.
- Councilor Golonka moved to take the Boy Scout's request to sell water before the parade (tabled at the previous meeting) off the table. Councilor Turcotte seconded. Motion failed on a 3-2 vote (Councilors Guerlain, Bate, Edgerly Walsh voting nay).
- 14-163. The Mayor opened the public hearing on the One Taylor Street project.

Economist Richard Heaps reported on the One Taylor Street economic impact study examining the different potential uses of the site that have been under discussion. Mayor Hollar and Councilors had questions about some of the underlying figures and assertions supporting some of the report's conclusions regarding the potential residential use. Councilor Guerlain asked for additional information on the residential option.

Larry Williams of Redstone came forward to address councilor's questions. Councilor Guerlain asked about relative demand for housing and office space, given assumptions on parking capacity made in the study.

Another resident noted that green space, river access and public gathering space were part of the original vision and wondered if they were still part of the project. He further asked about the impact on the Farmer's Market.

Eric Hoekstra from Redstone responded to the question, relating his conversations with the Farmer's market that included the Assistant Manager.

Mr. Williams responded to Councilor Golonka's questions about potential residential use. Councilor Guerlain had questions about mixed use. Mr. Williams stayed at the table to answer questions from Nancy Sherman about contamination on the site.

Jay White rose to stress that the discussion should focus on what the city needs, rather than what would generate the most income. He advocated a flexible design that could be modified over time, if necessary. Mayor Hollar noted that this was a discussion of a private development, which had different implications than a public project.

Lindsay Wade read a prepared statement, praising the recently announce agreement between Redstone and the Bashara family before advocating for housing on the site, as well as public/community use.

Ron Wild rose to advocate for residential or mixed use business/residential in order to integrate it well with the downtown. He then asked about the long-term relationship between the city and the developer. Mr. Williams responded to Mr. Wild's question.

Erica Garfin addressed the council, thanking the city for the public process around the project. She felt that parking and housing are commonly-cited needs in the city, and office space is generally not.

Joslyn Wilschek felt that office space in the location would be disappointing and would not encourage public use. She was particularly supportive of condominiums, while suggesting mixed use was not a good idea. She also had concerns and questions about the projected amount of transit traffic and its potential impact on residential use. Finally, she felt that the city erred in not fully identifying and acquiring access rights earlier in the process.

Mary Alice Bisbee suggested that seasonal housing could be an option, and felt that single-bedroom housing was more appropriate than two-bedroom. She suggested that downtown housing could encourage less vehicle use by young residents.

Jim Eikenberry spoke in favor of apartments.

Bob Troester asked about the costs for a transit center (and bike path) only. The Mayor responded, enumerating the financial impacts for the city.

The mayor closed the public hearing at 7:54 before calling for a recess. The meeting reconvened at 8:08.

- 14-164. Tax Collector Bev Hill gave the Council an update on delinquent taxes, water and sewer bills, and the city's established policies surrounding them. Councilors had question about enforcement and abatement policies.

Councilor Guerlain moved that the Council request the Finance Department to come back with a report showing what the financial impact would be to reduce the delinquent tax & water/sewer late penalty from 8% to 5% within 5 business days of the due date. Councilor Golonka seconded. Motion carried unanimously at 8:39.

- 14-161(g). The Council returned to consent agenda item g (a request that the Council accept the Community National Bank's bid for a Tax Anticipation Note for \$2,500,000 for FY15 to cover the expenses for the General Fund, School Department and Recreation Department). Finance Director Sandra Gallup stepped to the microphone to respond to Councilor Edgerly Walsh's questions about the item.

Councilor Edgerly Walsh moved approval of item g. Councilor Guerlain seconded. The motion carried unanimously at 8:41.

On a supplemental agenda item, the Council considered a request from Montpelier Alive to waive the noise ordinance until 10:00PM on July 3rd. Similarly, the Council entertained a request from McGillicuddy's to waive the noise ordinance on Langdon Street on July 3rd until 1AM for their annual block party. Councilor Guerlain moved approval of both requests, and Councilor Edgerly Walsh seconded. The motion carried unanimously at 8:42.

- 14-165. Councilor Bate related emails from constituents indicating confusion around the decision on developing the One Taylor Street lot, and echoed some of that uncertainty herself. The Mayor elaborated on the decision-making process, acknowledging that it may not have been as clear as it could've been.

Councilor Bate encouraged councilors to wear Berlin Pond buttons (or carry signs) in the July 3 parade, and also indicated there was an upcoming demonstration being planned on the matter.

Councilor Turcotte thanked citizens for their involvement in the One Taylor Street process and expressed excitement about an upcoming city event. Finally, he noted that Ken Jones was working on a financial analysis to present to the city.

- 14-166. The Mayor announced that the Boy Scouts would not be helping clean up after the July 3rd celebration and encouraged councilors to join him in assisting in the cleanup. He also noted the banner to be used in the parade.

The Mayor also noted that he had been asked to participate in a reading of a historic Frederick Douglass speech as part of the July 3rd celebration, inviting councilors to join him. Finally, he reported positively on the Park in the Street event the previous weekend.

- 14-168. Assistant City Manager Baker noted the upcoming Senior Center annual meeting. She also noted that the Planning Department and the Energy Committee was moving forward on a \$5 million grant/prize project. Finally, she reported on the upcoming mental health summit at the senior center.

- 14-167. The City Clerk reported on some of the changes to the open meeting law.

Councilor Edgerly Walsh moved to adjourn. Councilor Guerlain seconded. Motion carried unanimously at 8:54 PM.

	1/13/2014	1/27/2014	2/10/2014	2/24/2014	3/10/2014	3/24/2014	4/14/2014
Member	No meeting						
Jesse Moorman	x	x	x		x	x	
Eileen Simpson			x		x	x	x
Jon Anderson	x	x	x		x	x	
John Bloch			x		x		x
Alan Goldman	x	x	x			x	x
Tina Ruth		x	x		x	x	x
Kim Cheney	x	x	x		x	x	x
Thomas Nowlan(youth)							

	1/14/2013	1/28/2013	2/11/2013	3/11/2013	3/25/2013	4/8/2013	4/22/2013
Jesse Moorman	x	x	x	x	x		x
Eileen Simpson	x	x		x	x	x	x
Jon Anderson	x	x	x		x	x	x
John Bloch	x	x	x	x	x		x
Alan Goldman	x	x	x	x		x	x
Tina Ruth	x	x	x	x	x	x	x
Kim Cheney	?	x	x	x	x	x	x
Thomas Nowlan(youth)	x		x	x	x	x	

	1/9/2012	1/23/2012	2/13/2012	3/12/2012	3/26/2012	4/23/2012	5/14/2012
Jesse Moorman	x	x		x	x	x	x
Eileen Simpson	x		x			x	x
Jon Anderson	x	x	x	x	x	x	x
John Bloch	x	x	x	x	x		x
Alan Goldman		x		x	x		x
Tina Ruth	x		x	x	x	x	x
Kim Cheney	x	x	x	x	x	x	x
Thomas Nowlan(youth)							

4/28/2014 5/12/2014 5/27/2014 6/9/2014 6/23/2014

X			X	
	X			
X	X	X	X	
X	X		X	X
X	X		X	
X	X	X	X	X
X		X	X	X

5/13/2013 5/29/2013 6/10/2013 6/24/2013 7/22/2013 9/23/2013 10/8/2013 10/21/2013

	X	X	X	X	X	No Quorum	
X		X	X		X		X
X	X	X	X	X	X	X	X
X		X	X				X
		X	X		X		
X	X	X	X	X	X	X	X
X		X	X	X	X	X	X
		X	X		X	X	

6/25/2012 7/23/2012 9/10/2012 9/24/2012 10/16/2012 10/22/2012 12/10/2012

X	X	X	X	X	X	
X	X			X	X	X
X	X	X	X		X	X
X	X	X	X		X	X
	X	X	X	X	X	X
	X			X	X	X
X	X	X	X	X	X	
						X

10/28/2013	11-Nov	25-Nov	9-Dec	23-Dec
No meeting	No meeting	No meeting	x	No meeting



*Office of the City Manager
City Hall - 39 Main Street, Montpelier, VT 05602
Telephone: (802) 223-9502
Fax: (802) 223-9519
E-Mail: wfraser@montpelier-vt.org*

June 26, 2014

The Times-Argus
Att: Classifieds

Please insert the following with City of Montpelier notices on: Saturday, June 28, 2014
Monday, June 30, 2014

CITY OF MONTPELIER
Development Review Board Vacancies

The Montpelier City Council is seeking individuals interested in filling two, 3-year terms on the City's Development Review Board. Letters of interest and/or resumes should be submitted to the Office of the City Manager, City Hall - 39 Main Street, Montpelier, on or by noon on Wednesday, July 3rd. E-mails are also acceptable to: spitonyak@montpelier-vt.org. The City Council will make these appointments at their Wednesday, July 9th meeting; applicants are encouraged to attend. Further information may also be obtained by contacting the Planning and Development Office at 223-9506. All municipal meetings are accessible to people with disabilities and are held in accordance with the public meeting and public records laws.

William J. Fraser
City Manager

Kevin D. O'Connell
81 Prospect Street
Montpelier, Vermont 05602

June 26, 2014

Montpelier City Council
C/O: Bill Fraser, City Manager
Montpelier City Hall
Main Street
Montpelier, Vermont 05602

Dear Mayor Hollar and Councilors:

This letter will represent my interest in serving for another term on the Montpelier Development Review Board. I have served four three year terms beginning at the Board's inception in July 2002 and currently serve as Vice-Chair.

Previous to my DRB service I served on the Montpelier Zoning Board of Adjustment for a number of years and respectfully submit that this experience is an asset to the DRB in procedural and policy respects. I believe my dedication to the quality of the Montpelier living and working environment is also an asset to the Board.

Thank you for your consideration.

Sincerely,

Kevin D. O'Connell

Sandy Pitonyak

From: Jack Lindley [jack.lindley.btsn@statefarm.com]
Sent: Monday, June 30, 2014 3:09 PM
To: Sandy Pitonyak
Subject: DRB reappointment

To Whom it May Concern,

Please consider this to be a request for re-appointment to the D.R.B. I have been a member for years enjoying, protecting and enhancing our city as a member of this committee. I would be happy to respond to questions and I regret I will be out of Town on the evening of July 9th and 10th.

Sincerely,

Jack Lindley
272-6963

Sandy Pitonyak

From: Adams, John E. [John.E.Adams@state.vt.us]
Sent: Thursday, July 03, 2014 9:59 AM
To: Sandy Pitonyak
Subject: DRB vacancy
Attachments: ADAMSresume.pdf

Dear Sandy,

I am writing to submit my name for consideration to fill one of the two vacant seats on Montpelier's Development Review Board. My resume is attached.

Please let me know if there is any other information I should submit.

Thank you.

John

John E. Adams AICP | Planning Coordinator
Agency of Commerce and Community Development
Department of Housing and Community Development
One National Life Drive North Building, 6th Floor
Montpelier, VT 05620-0501
Phone: (802) 828-0162
Fax: (802) 828-3258

Subscribe to the Strong Communities Quarterly Newsletter

JOHN E. ADAMS, AICP
15 Marvin Street
Montpelier, Vermont 05602
(802) 999-3973 john.e.adams@gmail.com

WORK EXPERIENCE

Planning Coordinator, July 2012-present

State of Vermont, Agency of Commerce and Community Development,
Department of Housing and Community Development, Montpelier, Vermont

GENERAL RESPONSIBILITIES: Provide professional assistance to regional planning commissions, local governments and downtown organizations; liaise with other state agencies, boards and the legislature; implement programs resulting from the Vermont Municipal and Regional Planning and Development Act (24 VSA 117) and Growth Centers Act (24 VSA § 2793)

KEY ACHIEVEMENTS:

- Successfully led review of state 'designation programs' resulting in passage of H.377, H.809 & H.823
- Authored Neighborhood Development Area design guidelines for compact/walkable residential neighborhoods
- Managed legislative assignment leading to the creation of the 'Act 59' report, including over 40 recommendations to help the state reach its land use goals

DRB Administrator / Senior Planner, September 2007- July 2012

Town of Shelburne, Shelburne, Vermont

GENERAL RESPONSIBILITIES: Provided primary staff support to Development Review Board (DRB) and other committees; managed project review for site plan, subdivision and conditional use applications for residential, commercial and industrial development; coordinated cross-departmental project review; drafted amendments to Town ordinances and policy documents for Planning Commission and other committees; served as bylaw enforcement officer; coordinated with contracted town attorneys on appeals and legal challenges

KEY ACHIEVEMENTS:

- Established the Town of Shelburne's first Development Review Board
- Prepared staff review and supported the DRB on over 100 development projects
- Led project review of one of the state's largest mixed use developments, including a wide variety of housing, commercial and recreation facilities

Development Review Planner, September 2006- September 2007

Town of Williston, Williston, Vermont

GENERAL RESPONSIBILITIES: Advised builders, developers and property owners about ordinance requirements; served as support staff to Development Review Board and Conservation Committee; prepared planning reports for special projects and served as the Department's primary GIS and mapping professional

KEY ACHIEVEMENTS:

- Produced research and supporting evidence for Vermont's first Growth Center Application. (Project received APA's Small Town and Rural Planning Initiative award)
- Assisted in complete overhaul of Williston's Development Bylaws

WORK EXPERIENCE (Continued)

Planner/Lecturer, 2005 (May-August)

Ministry of Land and Resources, Beijing, People's Republic of China

GENERAL RESPONSIBILITIES: Served as lecturer on North American Planning Practices

Research Assistant, 2005

Queen's University, Beijing and Kingston, Ontario

GENERAL RESPONSIBILITIES: Field researcher for project on Public Participation and Land Use Planning in China

EDUCATION

Masters of Planning – Queen's University, 2004 to 2006

School of Urban and Regional Planning, Kingston, Ontario

- Final Report: Second Homes and Land Use Planning in Vermont
- Led Research Project on Health and Homelessness in Kingston
- Awarded Senator Carrel Fellowship and Queen's Graduate Award

Bachelor of Arts – McGill University, 2001 to 2004

McGill School of Environment, Montreal, Quebec

- Major: Environment and Development
- Final Report: Evaluation of Impacts and Challenges in Building Deconstruction
- Graduated with Great Distinction Honors

Diploma of College Studies, 1999 - 2001

Champlain College, Saint-Lambert, Quebec

- Major: Commerce
- Final Project: Environmental Impacts of International Trade Agreements

SELECT COMMUNITY ACTIVITIES AND OTHER EXPERIENCE

University of Vermont, Fall 2014

- Adjunct lecturer, Land Use Policy & Economics

Vermont Planners Association, 2006-present

- Vice President (2011/12), Coordinated statewide planning conferences; involved in key statewide planning issues and legislation

American Institute of Certified Planners, 2010 - present

- Certified Professional Planner

Rotary International Group Study Exchange, May 2011

- Lectured on Planning and Development in various cities in Turkey

Ethics Review Board, Kingston, 2004-2006

- Reviewed research from Queen's University's School of Urban & Regional Planning

REFERENCES UPON REQUEST

M. Spitonyak,

I just became aware of the openings on the Montpelier Development Review Board. I tried to call the number listed in the announcement to find out more information, but there was no answer. I realize that the deadline for submission was noon today, and thought I would contact you anyway.

I moved up to Montpelier on a temporary basis last September, and recently have decided to stay and become a Vermont resident. My current residency is in Washington DC.

I have spoken with Mayor Hollar, Kevin Casey of the Planning Department and others about my interest in volunteering my services to the City in whatever way would be useful. I participated in the first Taylor Street Development charrette and unfortunately have been unable to attend the subsequent sessions because of my travel schedule. I also attended one meeting of the Housing Task Force and hope to be an active member of that group, attending meetings as my schedule permits.

I am a real estate developer with more than 35 years experience — attached is my resume — and my current work is focused on The Wharf, the 3.2 million square foot redevelopment of DC's Southwest Waterfront and adjacent riparian area. I am a partner in Wharf District Master Developer, LLC, the Master Developer of the project. My primary responsibilities as partner, at this point, are historic preservation; community outreach; affordable housing; jobs and business opportunities for DC residents and businesses; and related tasks. I work remotely from Montpelier and go to DC every two weeks for meetings.

I am very interested in the possibility of volunteering my services but want to make clear that my priority must be The Wharf, and if there are conflicts between Development Review Board meetings and meetings scheduled in DC, I will have to miss the DRB meetings. Thus, it would be good to have a conversation prior to considering me for the position.

I look forward to hearing from the appropriate person.

Regards,

Elinor Bacon

ER Bacon Development, LLC
4725 Wisconsin Ave, NW, Suite 200
Washington DC 20016
202-244-3696, 202-309-1010

NOTE: This email is intended solely for the use of the individual(s) to whom it is addressed. If you believe you received this email in error, please notify the sender immediately, delete the email from your computer and do not copy or disclose it to anyone else.



Elinor Bacon has more than 35 years experience in housing, real estate development and community development in the public and private sectors. Ms. Bacon formed E.R. Bacon Development, LLC (ERBD), a real estate development and consulting firm, in 2002. The firm's focus is on urban infill; mixed-use, mixed-income development; affordable housing; and adaptive reuse of historic buildings. Current major development activity is as a Partner in Hoffman-Madison Waterfront, the entity selected by the District of Columbia to redevelop the 40 acre Southwest Waterfront land and riparian areas, into 3.2 million square feet of hotels, offices, mixed income housing, public parks, a music hall, public piers and promenades, a renovated historic fish market, and two reconfigured marinas (www.wharfdc.com). Construction start is projected for Q1 2014.

The firm's primary consulting clients have been Forest City Washington, the Housing Authority of the City of Spartanburg, SC and the DC Housing Authority (DCHA). Bacon currently is serving as Real Estate Development Advisor to the DCHA Executive Director and Planning Coordinator of the HUD-funded Choice Neighborhood Planning Initiative in Kenilworth Parkside. Bacon assisted Forest City Washington on its successful proposal to the General Services Administration to develop 44 acres on the Washington DC waterfront at the Southeast Federal Center, The Yards, and its winning proposal to redevelop a 30 acre site for mixed-use development adjacent to The Johns Hopkins Hospital, in Baltimore MD.

From January 2001 to April, 2002, as President and CEO, Elinor Bacon launched the National Capital Revitalization Corporation (NCRC), a quasi-public real estate development corporation established by the Washington DC Council, with the mission to spur economic development throughout the District, primarily in emerging and underserved neighborhoods. From June 1997 to January 2001, Ms. Bacon served in the Clinton Administration, under HUD Secretary Andrew Cuomo, as Deputy Assistant Secretary for the Office of Public Housing Investments. In this capacity, she administered the \$4.2 billion HOPE VI Program and other Public Housing Capital Programs with annual appropriations of approximately \$2.5 billion.

Before joining HUD, Ms. Bacon was a private real estate developer and consultant in Baltimore for twelve years. Earlier, Bacon worked in the field of public sector housing and community development on the City and Federal levels of government. She also served as Community Development Director for The Johns Hopkins Hospital and as Legislative Assistant to The Honorable Parren J. Mitchell, Maryland's first African American Congressman.

Ms. Bacon has a Master of Arts Degree in Chinese Studies from the University of California, Berkeley, and a Bachelor of Arts Degree from The New School for Social Research, NYC. Bacon is a member of the Congress for The New Urbanism and The Urban Land Institute. She previously served on the DC Historic Preservation Review Board, and is a member of the Council of Advisors to the University of Maryland Real Estate Development Program and Colvin Institute of Real Estate Development. Ms. Bacon received the 2004 Seaside Prize for her work in HOPE VI. Her firm is a DC Certified Local Small Disadvantaged Business Enterprise. Bacon is working on a documentary film on housing America's disadvantaged, with acclaimed documentary film Director/Producer, David Grubin.

Sandy Pitonyak

From: Glennie Sewell [glennie.sewell@goddard.edu]
Sent: Thursday, July 03, 2014 11:48 AM
To: Sandy Pitonyak
Subject: Letter of Interest & Resume for Development Review Board
Attachments: CV - Glennie Fitzgerald Sewell - Full REF - June 2014.pdf; Glennie Fitzgerald Sewell - Montpelier Development Review Board - July 3-14.docx; GlennieFitzgeraldSewell-MontpelierDevelopmentReviewBoard-July3-14.pdf

Thank your consideration. I only just spotted your email around 11:15am, while concluding my last full day at my Goddard Residency. Sorry for the last minute.

Glennie

All human beings are born free and equal in dignity and rights. They are endowed with reason and conscience and should act towards one another in a spirit of brotherhood.
(Article 1 of the Universal Declaration of Human Rights)

* Gayatri Mantra:

om bhūr bhuvaḥ svaḥ
tat savitur vareṇyam
bhargo devasya dhīmahi
dhiyo yo naḥ pracodayāt

Glennie Fitzgerald Sewell
Woodbury Institute of Champlain College;
Adjunct Graduate Instructor in International Negotiation
Burlington, Vermont
[**gsewell@champlain.edu**](mailto:gsewell@champlain.edu)

The Community College of Vermont;
Winooski and St. Albans, Vermont
Instructor of English
[**Glennie.Sewell@ccv.edu**](mailto:Glennie.Sewell@ccv.edu)

Troy University, Troy Alabama,
Online Instructor of English
eTroy
[**gsewell@troy.edu**](mailto:gsewell@troy.edu)

Glennie Fitzgerald Sewell

8 Summit Street, Unit 1

Montpelier, Vt. 05602

802-338-5443

Glennie.Sewell@goddard.edu

William J. Fraser

Montpelier City Council

RE: City of Montpelier-Development Review Board

Dear Montpelier City Council, I am writing to express my interest in joining the Development Review Board. If I am correct (and I may not be), you meet on Wednesday evenings. I am home, in Montpelier, on Wednesday evenings, and am quite available to attend and give back to the community. I won't go into a long, arduous and unnecessary treatise about my motivations, as *giving back to the community* in which I live is valid enough reason for me. I will attach my resume to this letter. I am emailing this to you, as I am currently finishing up my second MFA Creative Writing residency at Goddard, so cannot come to town.

Thank you for your consideration.

With Great Regards,

Glennie Fitzgerald Sewell

Glennie Fitzgerald Sewell
8 Summit Street,
Unit 1
Montpelier, VT, 05602
802-338-5443
June 13, 2014
GlennieSewell@gmail.com

Glennie Fitzgerald Sewell

8 Summit Street
Montpelier, VT 05602
802-338-5443
GlennieSewell@gmail.com

Curriculum Vita

Education

Goddard College Plainfield, Vermont	Masters of Fine Arts Creative Writing Program Fiction and Creative Non-Fiction <i>Thesis:</i> Paranormal Fiction Novel	01/2014-current Degree expected: Jan, 2016 MFA, Creative Writing (Terminal Degree)
Middlebury College Bread Loaf School of English via BLSE campuses at: • The University of Alaska Southeast (Sum 2003) • Lincoln College, Oxford University, United Kingdom ('04 & '07) • The University of North Carolina at Asheville ('06) • Middlebury College, Bread Loaf Mountain; Middlebury, Vermont ('05)	Middlebury, Vermont Masters of Arts in English (MA), with concentrations in American, British Literature, and theatre – Bringing literature into performance, as well as Shakespeare play review and review-writing were in heavy focus –	06/2003 – 08/2007 Degree: MA, English
Western Carolina University	Cullowhee, North Carolina Masters of Education (MAed) in Two-Year College Teaching, with a minor in English and writing – This graduate school experience included an international exchange at Oulun Yliopisto (University of Oulu) in Oulu, Finland, fall of 2005).	08/2004 – 05/2007 Degree: MA.ed, Teaching in the Two-Year College, English minor

Western Carolina University	Continuing Education Anthropology and Theatre (Costume crew manager and shop experience, WCU theatre program)	08/2003 – 05/2004
University of North Carolina at Asheville	Asheville, North Carolina NC Teaching Certification Program English, Secondary, 9 th through 12 th grade	08/1999 – 03/2002 Certificate: North Carolina Teaching Certification, 9-12th grade English
West Virginia University	Morgantown, West Virginia Bachelor of Arts (BA) in English, with a minor in Science Fiction writing	01/1997 – 05/1998 Degree: BA, English
Fairmont State College	Fairmont, West Virginia Continuing Education in Social Sciences for transfer to West Virginia University	08/1996 – 12/1996
West Virginia University Institute of Technology	Montgomery, West Virginia Continuing Education In English, Theatre and basic Teacher Education	01/1990 – 05/1992
Anne Arundel Community College	Arnold, Maryland English, Theatre Craft Shop, Social Sciences and Basic Education	10/1987 – 12 /1988

Relevant Experience in Teaching, Education, Volunteering and Management

Champlain College – Woodbury Institute,
Burlinton, Vermont

Mediation & Applied Conflict Studies
Adjunct Instructor – International Communications
and Online Negotiation Simulation (*Course listing:*
MED 534-81)
Graduate Instructor – Adjunct (online)
February, 2012 to Present

**United Professions – American Federation of
Teachers**

I am a minor IT technician, taking care of minor
issues in the Windows interface, XP through 8.
08/2013- present

TutorABC, Taiwan

Online ESL Consultant 09/2012 – 12/2013

The Community College of Vermont, Winooksi
and St. Albans, and Montpelier, Vermont

English Composition & Writing for College
Adjunct Instructor, on-the-ground

August, 2011 to Present

Troy University; Troy, Alabama
Troy University – eTroy (online)

World Literature II and Basic Writing 3/2010 –
Present

Fletcher Free Library, Burlington, VT

I ran a conversation sessions with English Language learners. September, 2011 to 2012

Central Vermont Adult Basic Education;
Montpelier, VT

I volunteer to help community members with basic Windows help with computers, as well as helping run a conversation group for English Language learners.

January, 2012 to **Present**

Oxford Food Bank
Oxford, United Kingdom

May 11 & 19th, 2012

Volunteered in packing and delivering of food to services all over Oxford City.

Upward Bound (at Appalachian State University)

15/June, 15 July 2009

Appalachian State University; Boone, N.C.

Taught *Theatre Improv* to 9th and 10th graders of Ashe, Avery and Watauga counties, North Carolina. ASU English Department

DVD of Final Worldwide Video podcast available after request –

Taught English Composition & Writing Across the Curriculum, **using interdisciplinary approach** for both courses. **DVD available on University of Maryland ICONS conference**, where I chair one 30-minute section of this live, international video conference (*with all English 1000 Composition students present from one section that was involved, along with students from the other universities present on screen*) between Carlton University in Ontario, University of Oulu in Finland, and Appalachian State University, December, 2009.

01/2008 – 12/2010

Taught two semesters of English 3100 – Business Writing

01/2008-12/2008

SPECIAL NOTE: *I was successful at bringing the University of Maryland worldwide **International Communications and Negotiation Simulations (ICONS)** program to Appalachian State via the English Department & the Department of Government & Justice Studies, with the financial of Dr. Jesse L. Lutabingwa (Associate Vice Chancellor of International Programs), and a linked course from Dr. Renee Scherlen, Department of Government and Justice Studies (Fall, 2009 and Fall 2010).*

Southwestern Community College; Sylva, N.C.

Part-time, live and online, Adjunct Instructor of English in Basic Writing (ENG 090), College Study Skills (ACA 115), English Composition (ENG 111), and Professional Writing and Researching (Business Writing)(ENG 114 Hybrid online course).
08/2004 – 12/2011

Western Carolina University
Career Services and Cooperative Education

I maintained the "Perfect Interview" computer program, which assist undergraduate and graduate students in honing job interview skills. I also co-wrote, designed and helped distribute the *WC Career Journal*, the official newsletter for Career Services and Cooperative Education. Other duties included assisting in the setting up and running of WCU job fairs, Career Workshops, as well as contacting possible employers for said fairs.
08/2006 – 05/2007

The Finnish Refugee Council -- *Suomen Pakolaisapu*, under the United Nations High Commissioner for Refugees (UNHCR)
http://www.pakolaisapu.fi/main_page.htm

I traveled to high schools and middle schools in Finland (Suomi), teaching students about the different forms of refugee status that exist in their country and the world, as well as how to respect all forms of refugee status in their own socialist democracy. Paid temporary position –
10-2005 – 12/2005

Western Carolina University Writing Center

I assisted graduate and undergraduate students in the grammar and mechanics of writing assignments across the WCU curriculum. My job was to emphasize heavy revision and helping students to improve writing strategies.
08/2004-05/2005

Buncombe County Schools
Asheville City Schools

Substitute Teacher for Enka High School and Asheville High School, along with Asheville Middle School –

Asheville Middle School

10/1998-12/1998, 4/2002-4/2003
Asheville Middle School – Reading Specialist, 6-8th grade; 01/1999 through 6/1999

Asheville/Buncombe Day Reporting Center
(**PEAK: Proudly Educating All Kids**) --
Asheville City Schools, Buncombe County Schools

I completed my UNCA 9-12 Teaching Certification work at Enka High School in the spring of 2002. I student taught for approximately 10 weeks.
01/2002-3/2002

I helped assist and coordinate teaching and supervising sessions with court-appointed and long-term suspended middle and high school students (high risk).

I also doubled as the school secretary, thus designed most of the office documents used by the center. I managed to teach myself Windows Excel during this time period.

08/1999-06/2000

Monongalia County Schools; Morgantown, West Virginia

Substitute Teacher Aide.

I worked helping numerous teachers run classrooms for special needs students. Duties included note-taking for disabled students, as well as any extra instruction normally accomplished by the regular classroom aide

08/1996 – 05/1998

Scott's Run Settlement House (Church-run)
Scott's Run, West Virginia (outskirts of Morgantown, West Virginia)

At Scott's Run, I ran a secular afterschool program for young students, 3rd through 5th grade
Summer 1995

West Virginia University's
The Daily Athenaeum
Staff Writer

Editorial Journal writer on human condition issues. I published 20 to 30 articles on subjects ranging from education to politics –

01/1997 – 05/1998

Asheville, North Carolina
Mountain Xpress
Staff Writer
1999 – 2001

I accomplished this same job at West Virginia University Institute of Technology, *The Tech Collegian*
1991-92 Academic Year

Cedar Fair – Magnum Management Corporation,
Cedar Point; Sandusky, Ohio

I worked Food Service (Summer, 1992), Park Operations (Summers 1995-98), then returned to Food Services, helping to manage park restaurants, from staff training to cash-handling (Summers 1999, 2000, and 2002 – 2006). I still pursue work with Cedar Point during the summers, helping with the supervisor and training of TGI Fridays or park food stands employees. I've continued to assist in Food Service Education courses, which I ultimately intend to teach for a couple of summers.

05/1992 – 6/2006

First international food service job: *Good Bean Coffee at Blackwell's(bookshop) in Oxford, United Kingdom, summer, 2001*

Western Carolina University – Aramark Food Services

Night supervisor of Cyber Café, below Dotson Cafeteria.

10/2007—12/2007

Scoops Shops of Ohio – Ben & Jerry's

I helped manage several Ben & Jerry's scoop shops at Six Flags Great Adventure, in Jackson, New Jersey. My official position was an assistant manager. Training staff and maintaining work-environment integrity were my main duties.

05/2008 – 08/2008

Reading Volunteers of America; Morgantown, West Virginia

I taught adults how to read and write, using careful, personal methods of tactful educational engagement. I found it important to leave the adult student feeling as worthy and respected as possible, in said tutoring process.

09/1992 -- 1995

Relevant Abilities and Hobbies

- Writing fiction and poetry, along with collecting world-renowned spiritual works
- Helping friends and family with website construction and tutoring with Microsoft

from various authors (Deepok Chopra, Neale Donald Walsch, Mary Summer Rain).

- Editing the major writings of friend and family for publication

Windows applications and the Windows Interface (95, to XP, to 7); as well as navigating the Linux Ubuntu interface.

- Stage-acting and backstage theatre work (Costume shop, set construction)

References: All are professional colleagues from Appalachian State University, the Community College of Vermont, and Champlain College, with one from Southwestern Community College. Most are quick to answer email.

Dr. Georgia Rhoades	rhoadesgd@appstate.edu	Director of Writing Across the Curriculum Program, ASU, University College
Julian Portilla	jportilla@champlain.edu	Director of Mediation and Conflict Studies Graduate Program; Woodbury Institute of Champlain College
Ms. Dianne Maccario	Dianne.Maccario@ccv.edu	Academic Coordinator, Community College of Vermont; Winooski
Ms. Kristina Heiks	kheiks@yahoo.com	Close colleague, English, ASU
Dr. Barbara Putman	bputman@southwesterncc.edu	Dean of Arts & Sciences, Southwestern Community College

DRB Attendance

6/3/2013 6/17/2013 7/1/2013 7/15/2013 8/5/2013 8/19/2013

Phil Zalinger		x	x	x		x
Kevin O'Connell	x				x	x
Dan Richardson		x	x	x	x	x
Roger Cranse	x	x	x	x		x
Jack Lindley	x	x	x	x	x	x
James LaMonda	x		x	x	x	x
Josh O'Hara	x			x	x	x
Harvey Golubock	x	x	x			
Michael Sherman						
Kate McCarthy						

1/6/2014 1/21/2014 2/3/2014 2/18/2014 3/3/2014 3/17/2014

Phil Zalinger	x	x	x	x	x	
Kevin O'Connell	x	x		x	x	
Dan Richardson	x	x	x	x	x	x
Roger Cranse	x	x	x		x	
Jack Lindley	x	x	x			x
James LaMonda	x	x	x	x	x	x
Josh O'Hara	x	x	x	x	x	x
Michael Sherman	x		x	x		x
Kate McCarthy	x			x	x	x

9/3/2013 9/16/2013 10/7/2013 10/21/2013 11/4/2013 11/18/2013 12/2/2013 12/16/2013

X	X	X	X	X		X	X
	X	X	X	X	X	X	
X	X	X	X	X	X	X	X
X	X		X	X	X	X	X
X	X						
X	X	X	X	X	X	X	X
X	X		X	X	X	X	X
	X	X	X	X	X		
		X		X			

4/7/2014 4/21/2014 5/5/2014 5/19/2014

X	X		
X		X	X
X	X		X
X	X	X	X
	X	X	X
X	X		X
	X	X	
X		X	X
		X	X

DRC Attendance

	5/14/2013	5/28/2013	6/11/2013	6/25/2013	7/9/2013	7/23/2013
Steve Everett	x	x		x	x	x
James Duggan	x		x		x	x
Jay White	x	x	x	x	x	x
Kate Coffey		x	x		x	x
Eric Gilbertson		x		x		
Seth Mitchell		x		x		x
Liz Pritchett					x	

	1/14/2014	2/11/2014	3/11/2014	4/15/2014	4/29/2014	5/13/2014
Steve Everett	x	x	x	x	No meet	x
James Duggan						
Jay White		x	x	x		x
Kate Coffey	x	x	x	x		
Eric Gilbertson	x		x			
Seth Mitchell	x			x		
Liz Pritchett		x	x			x

8/13/2013	9/10/2013	9/24/2013	10/15/2013	10/29/2013	11/12/2013	11/26/2013	12/10/2013
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No meet	No meet
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	x	x		x			x
x	x	x	x	x			x
			x	x			
			x				x
		x	x				x
x			x				x
x	x			x			

5/27/2014	6/10/2014	6/24/2014
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x	No meet	No meet
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x
x

12/17/2013

x

x

x

x

Background

Montpelier is interested in increasing community-wide efforts around economic development. As the next step in this process, an *Economic Development Strategic Plan* will be developed to answer two key questions:

1. **WHAT:** What is successful economic development for Montpelier and how will we know when this is achieved?
2. **HOW:** How will these strategies and goals best be accomplished? What are the organizational needs required to execute our economic development goals?

Proposed Scope of Services

Goal: Produce an *Economic Development Strategic Plan* for the City of Montpelier that will guide city-wide comprehensive economic development.

To accomplish this goal, an individual or team of individuals will be tasked with the following:

Convene stakeholders (workgroup representatives, major downtown landowners, business leads, City staff, Montpelier Alive representative, and a representative from the City Council) to meet at the following key points in the process to provide guidance:

- EDSP Kickoff
- Provide a review of the data compiled and guide analysis
- Review recommendations and next steps
- Recommend final Strategic Plan to Council

The Montpelier *Economic Development Strategic Plan* should **address the following elements** based on information from the review of relevant data, key stakeholder interviews, market analysis and best practices research:

- Data and content recommendations
 - Strengths and weakness of the local economy – the community’s economic profile.
 - Opportunities to encourage what is in Montpelier and areas for development.
 - The place of Montpelier in the broader regional economy.
 - The vision and goals for Montpelier’s economy.
 - Strategies and activities required to attain these goals.
 - The techniques for evaluating performance based on measureable outcomes associated with the strategies and activities.
- Operational requirements
 - Operational needs to achieve these goals including budget and staffing requirements as well an organizational location (within the City, external to the City, another existing organization, etc.)
- Moving Forward
 - Connections between economic development priorities and other city policies (transportation, housing, capital and infrastructure improvements.)

- The regulatory environment in Montpelier and how these processes allow for timely, reliable, and transparent resolution of issues facing businesses.
- Additional stakeholders and partners that need to be at the table to execute these economic development strategies and a plan to engage them in these efforts.
- The role of the existing business community as growth and expansion is considered.
- The economic development message and marketing approach.
- Potential catalyst projects or target fields of focus as a place to start.



CITY OF MONTPELIER, VERMONT

- The Smallest Capital City in the United States -

MEMORANDUM

To: Mayor Hollar & City Council Members
From: William Fraser, City Manager
Jessie Baker, Assistant City Manager
Mike Miller, Director of Planning & Community Development
Kevin Casey, Community Development Specialist
Re: Council Goal update on *Creating a hospitable environment for development*;
Adopt an economic development strategic plan.
Date: July 3, 2014

For the last two years, the Council has adopted a goal of conducting an economic development strategic plan (EDSP.) With the new Director of Planning & Community Development on board and settled in we are now ready to advance this important initiative. Mr. Miller will be taking the lead on this moving forward to ensure the EDSP fits with all the goals and programs in the department including zoning, planning, and housing.

To best complete this work, staff recommends that the City put out a request for proposals for an expert consultant to work with the Director of Planning & Community Development on the development of an EDSP. Attached is an outline of the request for proposal which provides an overview of the goals of this work and the process to be followed. The development of this plan is critical to provide direction to City staff and partners on the best way to provide support for economic development in the City of Montpelier as well as providing the foundation for many of our City programs including the tax stabilizations, Housing Trust Fund and Business Loan Fund. It will also provide insight into whether there is benefit in pursuing new strategies such as the development of a Local Development Corporation (LDC) or Tax Increment Financing. Fully understanding the economic development needs of our community and then having all the programs and activities aligned in support of these goals is important to making economic development successful.

Staff contacted Sam Anderson at the Central Vermont Economic Development Corporation to get a sense of the cost of developing such a plan. Her opinion was a good plan could be developed for \$20,000 but could cost up to \$40,000 or more for a full detailed plan with benchmarks and indicators. The Director recommends moving forward with sending out the request for proposals with a continued discussion with the Council on how to finance this plan.

MM

June 26, 2014
City of Montpelier Mayor and City Council Members
C/o William J. Fraser, City Manager
Montpelier City Hall
39 Main Street
Montpelier, Vermont 05602

Re: Permission to close Summer Street

Dear Mayor and City Council Members:

The residents of the "*Meadow*" neighborhood have been coming together each summer for twenty-seven years to enjoy each other's company and to preserve a sense of neighborhood unity for ourselves and our children. These yearly "block parties" consist of family activities at the Summer Street Park, a slowest bike race, a kids' parade around the neighborhood, a pot luck dinner, and a talent show followed by music and dancing.

In the interest of safety, we are requesting permission from you to block off a portion of Summer Street during our activities on **Saturday, August 16, from 3:00 P.M. to 10:00 P.M.**, with a rain date of Saturday, August 23rd. We propose to close off Summer Street from Spring Street to Winter Street using DPW road work barriers.

To comply with the City of Montpelier's noise ordinance we will distribute a "Meadow Noise Notice" to all residents surrounding the party location. We ask the council for a variance to this ordinance for a one-hour period between 9:00 PM and 10:00 PM.

We would provide access to emergency vehicles and residents who wish to enter this area. If you have any questions or concerns, please call Steve Pitonyak at 229-4671 or Julie Smart at 229-6847.

Thank you for your consideration of this request.

Sincerely,



Julie Smart & Steve Pitonyak
Meadow Neighborhood Party Committee

Meadow Noise Notice

Please be advised that the Meadow Neighborhood Committee is planning the Neighborhood Block Party for Saturday, August 16th, from 3:30 PM to 10:00 PM at the Summer Street Park, featuring a slowest bike race, kids' parade, potluck dinner and dancing. Saturday, August 23rd, will be the rain date.

We need to receive a variance to the City of Montpelier's noise ordinance to play music from 9:00 PM until 10:00 PM.

Accordingly, we ask that you take the time to consider whether the music planned for the dance will be objectionable to you and your family after 9:00 PM. The purpose of the noise ordinance is to protect the public tranquility and peace. We make it a point to end the music sharply at 10:00 PM. If you do not wish us to play music in the park after 9:00 PM on August 16th, please notify the City Manager's Office at 223- 9502, Steve Pitonyak (30 Summer Street) at 229-4671, or Julie Smart (10 Summer Street) at 229-6847.

The Montpelier City Council holds regularly scheduled meetings each month at City Hall. Our request to close the street and grant a variance would be considered at one of their July meetings. If you plan to attend, please call the city manager's office to confirm the latest date and time of their July meetings.

For more information, contact Steve Pitonyak at 229-4671 or Julie Smart 229-6847. Thank you for your time and continued support of our efforts to make the "Meadow" a safe, supportive and fun neighborhood for all of us to live in.



CITY OF MONTPELIER, VERMONT

- The Smallest Capital City in the United States -

MEMORANDUM

To: Mayor Hollar & City Council Members
From: William Fraser, City Manager
Jessie Baker, Assistant City Manager
Mike Miller, Director of Planning & Community Development
Kevin Casey, Community Development Specialist
Re: Council Goal update on *Alleviating parking pressures in Montpelier to maintain a vibrant downtown*; Exploring feasibility of parking structures in Montpelier.
Date: July 2, 2014

A mix of recent discussions from One Taylor Street to Dickey Block redevelopment resulted in the reopening of conversations around the feasibility and need of a parking structure in the downtown. To get up to speed on the history of parking garage options, Kevin Casey and Mike Miller reviewed past reports and took a tour of the downtown to visualize some of these past and present options.

The most recent comprehensive review of parking options was the *Carr Lot Replacement Parking Study* by Wilbur Smith Associates conducted in 2004 with a report issued in 2005. That project and report reviewed the 13 most recent studies dating from June 1980 to January 2003 and evaluated 11 potential locations. These included:

- Capitol Plaza lot
- Court Street
- Hunger Mountain Coop
- The North Branch lot
- DET lot with shuttle
- The First Church of Christ Scientist and Union Mutual Insurance Co lots
- The Pitkin lot
- Vermont Mutual Insurance Co lot
- Lots between 136 and 144 State
- Lots behind 128/132 State Street
- Lots behind 144 and 146 State Street

In that report, the public and consultant quickly narrowed the selection to two locations: Capitol Plaza lot and the North Branch lot. Later meetings with the public revived the Pitkin lot option but it was again eliminated.

The North Branch lot is currently owned by Jeff Jacobs and leased to the City and is located behind the Dickey Block on Main Street. This location has a number of advantages:

- The site is at least 120 feet wide allowing for efficient construction. Parking garages are expensive. When garages are too narrow they become less efficient. This is one reason the site was favored in 2005.
- Adequate net parking gain. At 285 feet long and four levels (ground plus three decks) the structure would hold 380 cars with the loss of 23 existing spaces. Our net gain is therefore 357 spaces which would make a significant down payment in resolving parking issues.
- Direct access to Main Street. This garage would have entrances line up with Barre Street which allows for easy wayfinding for tourism and does not require hundreds of cars to wind through downtown to get to the parking.
- Supports redevelopment of second stories. One significant barrier to redevelopment of the Dickey Block and other upper floors in this section of downtown is a lack of access to upper floors. A parking structure with connections to the rear of the buildings would provide handicapped accessibility to these buildings without retrofitting existing space. It should also go without saying that redevelopment would require parking which would be provided in any structure.
- Hidden from view. Parking structures are not attractive and finding a space to hide them is sometimes a challenge. This location is well shielded by surrounding buildings except from the other side of the North Branch. The report felt that designs could be used to address that issue.
- Value. The estimated cost in 2005 was \$6M which is a great value for 400 additional parking spaces. Even adjusted for inflation this is a good value.

Some other sites, including Pitkin and Capitol Plaza and more recently the Pitkin-Wells idea did not have the value or added benefits that this site provides. This North Branch Parking idea is by no means a sure thing. Barriers include brownfield studies, geo-technical studies, property negotiations, permitting, financing, and design among others still need to be investigated.

Staff recommends moving forward on two fronts: financial and technical. First, a \$6M to \$7M project cannot happen without an understanding of how it can be financed. This could be from a variety of tools from user fees (i.e. selling parking passes) to direct bonding to Tax Increment Financing (TIF) to local option sales tax. We need to identify our approach to financing if we want to move forward.

Second, at the same time staff will need to investigate the technical and design barriers that may exist. This will likely cost some money to secure real estate options, conduct soil borings, review preliminary designs based on recent changes. The staff will get some estimates and return to the Council for funding request assuming you choose to move forward.

This feasibility step could take six months but once we are past the feasibility step the Council will have all the information, both financial and technical to decide if the City can or should continue to move forward.

MM



City of Montpelier, Vermont

"The Smallest Capital City in the United States"

TO: City Council Members
William J. Fraser, City Manager
Jessie Baker, Asst. City Manager
Steve Twombly, City Assessor

FROM: Sandy Gallup, Finance Director

DATE: July 2, 2014

SUBJECT: Recommended Tax Rates for Fiscal Year 2015

Consideration of Setting the Fiscal Year 2015 Municipal Tax Rate of \$0.9767, the Water/Sewer Benefit Charge of \$.02 and Sewer Separation Charge of \$.07

The 2014 Grand List was lodged by the City Assessor today after grievance hearings and decisions were completed. The Grand List increased .7% which is higher than the 0% that we projected during the budget process.

Using the 2014 Grand List, I have calculated a recommended municipal tax rate of \$.9767 (See attached worksheet). This is a less than the City Manager's projected tax rate of \$.9800 found on page 26 of the Annual Report. This municipal tax rate is up half of a percent (1.3%) from FY14.

The State set our education tax rates at \$1.5724 (up 9.6%) for Residential properties and \$1.5472 (up 6.9%) for Non-Residential properties. This is the first year that the residential education tax rate is higher than the non-residential education tax rate.

The Water/Sewer Benefit and Sewer Separation Charges remain the same as last year.

The voters approved levying a \$.0515 special tax on properties within Montpelier's Designated Downtown not used for residential purposes.

The total property tax rate with both municipal and educational rates combined is \$2.6391 for Residential properties (up 6%) and \$2.6139 for Non-Residential properties (up 4.5%).

Consideration of Setting the Fiscal Year 2015 Municipal Tax Rate of **\$0.9767**

Consideration of Setting the Water and Sewer Benefit Charge of **\$0.02** and the Sewer Separation Charge of **\$0.07** (same as previous year)
 The Fiscal Year 2015 Downtown Improvement District Tax Rate of \$0.0515 was approved on Article 11 at the City Meeting vote March 4, 2014.

Municipal Grand List:	Real Estate	\$	8,210,861	
	Personal Property	\$	340,472	
	Exemptions	\$	(53,695)	
	TOTAL	\$	8,497,638	
	Budgeted Grand List	\$	8,438,343	
Voter Approved				
Municipal Spending				
Education TAX RATES				
Residential				
Non-Residential				
		\$	1,5724	
		\$	1,5472	

TAX RATES - Detail					
RESIDENTIAL	FY14 RATE	FY15 Recommended RATE	NON-RESIDENTIAL	FY14 RATE	FY15 Recommended RATE
City, Cemetery, Agencies, Senior Ctr	\$0.8876	\$0.9003	City, Cemetery, Agencies, Senior Ctr	\$0.8876	\$0.9003
Washington County Tax	\$0.0070	\$0.0078	Washington County Tax	\$0.0070	\$0.0078
Local Tax Agreements	\$0.0006	\$0.0008	Local Tax Agreements	\$0.0006	\$0.0008
Recreation	\$0.0682	\$0.0677	Recreation	\$0.0682	\$0.0677
Subtotal Municipal Rate	\$0.9634	\$0.9767	Subtotal Municipal Rate	\$0.9634	\$0.9767
Water & Sewer Benefit Charge	\$0.0200	\$0.0200	Water & Sewer Benefit Charge	\$0.0200	\$0.0200
Sewer Separation Charge	\$0.0700	\$0.0700	Sewer Separation Charge	\$0.0700	\$0.0700
School	\$1.4343	\$1.5724	School	\$1.4471	\$1.5472
TOTAL TAX RATE	\$2.4877	\$2.6391	TOTAL TAX RATE	\$2.5005	\$2.6139

NOTE:

*Overall, the Grand List is up .7% which is more than the 0% projected increase.

*The Municipal Tax Rate is up 1.3 cents (1.33%) up from the FY14 Tax Rate

*Education Rates are up 13.81 cents for Homestead properties and up 10.01 cents for Non-residential properties. And, this is the first year that the Homestead Rate is higher than the Non-Residential Rate.

*This is the second year of the Downtown Improvement District Tax - voters approve \$.0515 rates
 Total Tax Rates are up:

Homestead	\$0.1514	6.08%
Non-Residential	\$0.1134	4.53%