

**PROJECT APPLICATION FORM**  
**FY2021 Unified Planning Work Program**

**1. GENERAL INFORMATION**

**Submitted by (Name, Title):** Eric Vorwald, AICP; Planning & Zoning Manager  
**Municipality/Agency/Organization:** City of Winooski  
**Telephone:** 802.655.6410  
**Email:** evorwald@winooski.vt.gov

**2. PROJECT INFORMATION**

**a. Project Title:**

Parking Inventory, Analysis, and Management Plan

**b. Project Location (name of roadway, intersection, geographic area, etc.):**

The project will focus on publicly available parking on several corridors in the City and the Cascades Garage; however, it is anticipated that the recommendations would be transferrable throughout the City as appropriate.

**c. Project Description (100 words max):**

The City of Winooski seeks assistance through consultants, CCRPC staff, or both; for continuing efforts of the 2017 Downtown Parking Plan and develop a parking needs inventory and analysis, and management plan. This effort will support future updates to the parking ordinance (Chapter 15 of the Municipal Code) and land development regulations, and include recommendations for enforcement, expansion of metered parking, and other parking management initiatives. Specific focus will be on Main Street, East Allen Street, Malletts Bay Avenue, Weaver Street, and Spring Street, but outcomes should be transferrable throughout the City. This is not proposed as a multi-year effort.

**d. Budget, Scope of Work & Project Schedule:**

<i>Task (add rows if needed)</i>	<i>Month/Year</i>	<i>Task Budget (if known)</i>
Form a steering committee/advisory committee with input from the consultant team. Adjust study area as appropriate.	August 2020	
Establish a robust public process to engage the community throughout the project scope. This may include public meetings, creating a resident advisory committee, presentations to City Council or other Commissions, engagement with community groups, or other outreach as necessary.	August/September 2020	

Inventory existing public parking along Main Street, East Allen Street, Malletts Bay Avenue, Weaver Street, and Spring Street; and the Cascades Garage. This will include but not be limited to striped and signed parking; areas where parking exists but is unstriped; contractual obligations for parking; and other items as appropriate.	September/October/November 2020	
Evaluate the parking inventory against the demand for publicly available parking in the identified study area.	December 2020/January 2021	
Review and evaluate impacts to parking accounting for the Main Street Revitalization Plan, East Allen Street Scoping Study, development of the Abenaki Garage in Downtown, and redevelopment associated with Form Based Code along the gateways.	January/February/March 2021	
Identify areas within the community for shared parking in both public and private parking areas.	March/April 2021	
Propose changes or recommendations for updates to: <ul style="list-style-type: none"> <li>The City's existing parking management strategies related to enforcement, pricing, or other factors</li> <li>The Municipal Code and Land Development Regulations, and/or public works standards as appropriate</li> <li>Multi-modal options in-lieu of parking to reduce demand</li> <li>Recommend strategies for management of shared parking resources</li> </ul>	April/May/June 2021	
Prepare and present final report including recommendations at a public meeting.	June 2021	

Will you accept a partial award? (Yes/No)	Yes
Is Request for CCRPC Staff Assistance Only? (Yes/No)	No

**For Transportation and Transportation-related Land Use/Water Quality Project Requests:**

Total Project Cost (100%)	\$60,000
Local Match Required (20% of Total Cost)	\$12,000

**e. Expected Deliverables:**

The expected deliverables for this project would be a final report that includes:

- Specific data related to existing parking inventory, future parking inventory, and the impacts proposed infrastructural changes and redevelopment of properties will have on parking needs/demand;
- Recommended actions for the City to implement regarding parking management, enforcement, and needs in the public inventory. These recommendations may result in updates to the City's Unified Land Use and Development Regulations regarding required minimum parking requirements, changes to Chapter 15 of the Municipal Code related to parking, updates to the public works standards, or a comprehensive City-wide parking management plan;
- Recommendations on opportunities for shared use parking either in public or private facilities and how these facilities may be effectively managed;
- Recommendations for alternative transportation options in-lieu of parking in appropriate locations.

**f. Other Project Participants:**

This project may involve VTrans since two specific roadways in the proposed study area are listed as state routes (Main Street and East Allen Street). Additionally, the development community, multi-modal advocates, business leaders, and community members may be engaged to participate on the advisory committee/steering committee based on input from the consultant team.

**g. Project Match Requirement:**

**Transportation, Land Use and Stormwater Planning**

- ✓ Transportation and transportation-related land use/water quality projects – 20% non-federal cash match required.

**h. Public Meeting Requirement:**

This application was presented to the Winooski City Council on January 13, 2020 for their consideration and approval. It was approved by a vote of \_\_\_\_\_. Minutes reflecting this vote will be provided to the CCRPC after they have been posted. A letter of support from the City Council is also included with the application.

**3. BENEFITS TO REGIONAL AND LOCAL PLANNING**

**a. Identify at least one of the CCRPC’s top 10 actions or 8 ECOS strategies that this project will primarily address**

This project will support Actions 1 and 2 of the ECOS Plan related to multi-modal development and transportation infrastructure; and support strategy 2 related to development in areas planned for growth.

**b. Demonstrate where this project is identified in a local plan, or how it addresses an existing, documented need. Or, is this a newly identified project for which there is a sense of urgency?**

The City updated their Master Plan in 2019. The master plan indicates that there is a perception that too much parking is required in the gateways which is limiting development. Land Use Goal 4 notes that updates to the parking requirements of the Unified Land Use and Development Regulations should be considered. Also, Municipal Infrastructure Goal 9 discusses implementing components of the transportation master plan related to parking, and components of the downtown parking plan (completed in 2017) related to parking management including public assets.

The City’s Transportation Master Plan, completed in March 2017, identifies parking as a top transportation related issue as recognized through public survey data. Recommended actions throughout the master plan discuss evaluation of parking including enforcement, rate structures, locations, and need. These topics are noted throughout the master plan and recommendations are spread throughout the City. For example, recommendation #3 discusses the feasibility of removing parking from Malletts Bay Avenue in favor of a bicycle lane. Understanding the needs for parking with quantifiable data will help support future decisions and enable the implementation of the recommendations of the Transportation Master Plan.

Finally, the 2017 Downtown Parking Plan, funded through the UPWP, provides a solid framework for parking, but is focused on the downtown core. The downtown parking plan recommends adopting policies for shared use parking. This recommendation can be accommodated city-wide, and not just in the downtown core.

**c. For transportation and land use projects, how will the project benefit the following:**

- The safe, efficient operation of the transportation system?

- Regional and/or local economic development?
- Multimodal travel options, connections, and/or reduce travel delays for people and goods?
- Increase the livability of local communities?
- Complement other local/regional activities or initiatives?

A parking inventory and analysis will provide the City with updated information on current and future parking needs. This information will allow the City to effectively and efficiently manage the parking assets owned and managed by the City to determine when and how new facilities are contemplated. Additionally, this study will allow the City to determine if on-street parking facilities may be better utilized as multi-modal operations including bicycle lanes, widened sidewalks, or bus pull-offs. By diversifying the transportation options, the City can take full advantage of the development density that has been implemented through land use changes that promote mixed use development.

Parking is often identified as an added cost for development that can decrease housing affordability. Based on information from the 2018 U.S. Census Bureau’s American Community Survey, approximately 20% of Winooski’s renter households have no vehicle and another 50% only have only one vehicle. Establishing quantitative data and analysis related to overall parking availability in the City’s inventory will provide needed information to determine if parking regulations for developments can be relaxed, therefore potentially creating incentives for more affordable housing to be developed within the community.

**d. For other planning projects, please describe how the project benefits the local community.**

**e. Consider the public engagement needs of your project:**

Winooski is a culturally diverse community with over 20 languages spoken in the school system. In addition, the City of Winooski, as the most densely populated city in Northern New England, has a diverse mix of residential, commercial, and business uses all within close proximity to one another. This diversity has enabled the City to establish strong connections to various community groups where these diverse populations often turn to for community support such as the Vermont Refugee Resettlement Program (VRRP) and Association of Africans Living in Vermont (AALV). These networks allow the City to provide direct outreach to ensure all residents have the opportunity to provide input. Additionally, due to the diversity of the City’s population, outreach materials are printed in multiple languages to encourage more residents to attend meetings and offer input. The City also provides content to the school district’s newsletter, which is sent to every household in the City.

**f. How does the project demonstrate a cost-effective solution to a potential or recognized problem?**

The City does not currently have the expertise on staff to effectively provide solutions to the identified or perceived concerns specifically related to parking. By leveraging City resources with funding available through the UPWP, the City can on-board experts in the field to provide actions that will lead to long-term solutions. This may include consultants, CCRPC staff, or both. These actions will ensure the City can effectively and efficiently plan and manage parking to meet the needs of the residents, businesses, and visitors to the City of Winooski.

**g. How will this project be implemented after planning is complete?**

The City is committed to implementing as many recommended actions from the final report as feasible to address parking. This will be accomplished through regulatory changes to the land development requirements and the municipal code; as well as the development of a comprehensive parking management plan to address parking throughout the City.