

Department of Planning and Zoning

149 Church Street
Burlington, VT 05401
Telephone: (802) 865-7188
(802) 865-7195 (FAX)
(802) 865-7142 (TTY)

*David White, AICP, Director
Meagan Tuttle, AICP, Comprehensive Planner
Jay Appleton, GIS Manager
Scott Gustin, AICP, CFM, Principal Planner
Mary O'Neil, AICP, Principal Planner
Ryan Morrison, CFM, Associate Planner
Anita Wade, Zoning Clerk
Layne Darfler, Planning Technician*



TO: Development Review Board
FROM: Scott Gustin
DATE: September 19, 2017
RE: 18-0035CA; 505 Lake Street

Note: These are staff comments only; decisions on projects are made by the Development Review Board, which may approve, deny, table or modify any project. THE APPLICANT OR REPRESENTATIVE MUST ATTEND THE MEETING.

Zone: DW-PT Ward: 3C

Owner/Applicant: City of Burlington / Community Sailing Center

Request: Provision of 9 onsite parking spaces and request for parking waiver.

Applicable Regulations:

Article 8 (Parking)

Background Information:

The applicant is seeking approval to provide 9 onsite parking spaces and to obtain a parking waiver for the remainder of the required parking spaces. Very little about the site will actually change. Some of the approved boat storage area will be used instead for onsite vehicle parking. This proposal includes no change to site or building layout, materials, or dimensions. It includes only the delineation of onsite parking and a parking waiver request.

As originally approved, the new Community Sailing Center facility was to use parking spaces in a new 69-space parking lot just east of the Moran building. That new parking lot (now 68 spaces) has been incorporated into the recently approved marina project and no longer includes provision for Community Sailing Center parking. The Sailing Center now proposes to include parking within its new facility and to request a waiver for the balance of required parking.

The Development Review Board initially considered this application August 1, 2017. Upon deliberation, the Board decided to continue review subject to additional information to address the following:

1. A forward-looking parking management plan to demonstrate that the 9 proposed spaces are justified for continuing use the sailing center in the future.
2. The parking management plan relies on safe drop-off. Show a safe and efficient drop-off area on the proposed site plan.
3. Demonstrate how school buses picking up and dropping off students will circulate through the site.

The applicant has submitted a supplemental parking management plan to address these items.

Zoning Permit History:

- 9/14/16, Approval to adjust location of building with related site changes
- 8/17/10, Approval to construct Community Sailing Center (associated with Moran permit)

Recommendation: Certificate of Appropriateness approval as per, and subject to, the following findings and conditions.

I. Findings

Article 8: Parking

Sec. 8.1.8, Minimum Off-Street Parking Requirements

The sailing center is located in the Downtown Parking District. The sailing center largely functions as a boat storage yard with associated administrative space. The parking requirement associated with the zoning permit issued for the new facility reflects this function: 1 space per 1,000 sf boat storage and 2 spaces per 1,000 sf associated administrative space. In this case, the original parking requirement totaled 49 spaces (+3 within the Moran – not built) for 35,100 sf boat storage and 6,750 sf administrative space.

The new sailing center is under construction as permitted. As noted previously, the new building and site remain unchanged from the original approval except that 1,620 sf of boat storage area will be used instead for 9 onsite parking spaces. This adjustment results in a slightly lessened parking requirement of 33 parking spaces for boat storage and 47 parking spaces total, including the 14 parking spaces for administrative space.

As 9 onsite spaces are proposed, and 47 are required, the applicant is seeking approval of a parking waiver per Sec. 8.1.15 below. **(Affirmative finding)**

Sec. 8.1.9, Maximum Parking Spaces

This section limits surface parking to 125% of the Neighborhood Parking District minimum parking requirement. As noted above, the minimum standard parking requirement will not be met. A parking waiver is requested. The proposed parking is nowhere near the maximum limitation. **(Affirmative finding)**

Sec. 8.1.10, Off-Street Loading Requirements

Loading and un-loading area is available in the boat yard. **(Affirmative finding)**

Sec. 8.1.11, Parking Dimensional Requirements

Proposed parking spaces are dimensionally compliant at 9' X 20.' The spaces will be accessed by the permitted driveway into the site. No indication of striping is included on the site plan. Given the parking surface (stabilized turf), striping is not required; however, anchored curb stops must be provided for each of the 9 spaces. **(Affirmative finding as conditioned)**

Sec. 8.1.12, Limitations, Location, Use of Facilities

(a) Offsite parking facilities

(Not applicable)

(b) Downtown street level setback

As noted above, there is no change to the site plan except that prior boat storage area will be used for vehicle parking. The area noted for parking on the site plan is set back from the front property line as required. **(Affirmative finding)**

(c) *Front yard parking restricted*
(Not applicable)

(d) *Shared parking in the Neighborhood Parking Districts*
(Not applicable)

(e) *Single story structures in Shared Use Districts*
(Not applicable)

(f) *Joint use of facilities*
This criterion enables the joint use of parking facilities by multiple entities. In this case, the proposed parking will serve only the sailing center. **(Affirmative finding)**

(g) *Availability of facilities*
None of the proposed parking will be used for the storage or display of vehicles or materials by offsite users. Parking will be for visitors to the sailing center only.
(Affirmative finding)

(h) *Compact car parking*
(Not applicable)

Sec. 8.1.13, Parking for Disabled Persons

None of the proposed parking spaces are noted as handicap accessible. It is unclear whether any of them need to be. In any event, ADA compliance is administered via the city's building permit process. **(Affirmative finding as conditioned)**

Sec. 8.1.14, Stacked and Tandem Parking Restrictions **(Not applicable)**

Sec. 8.1.15, Waivers from Parking Requirements / Parking Management Plans

The Community Sailing Center requires 47 parking spaces as noted above, and 9 will be provided. Nonresidential uses may receive parking waivers of up to 90% dependent on provision of an effective and acceptable parking management plan and demonstration of an actual parking demand that is less than the standard specified in Sec. 8.1.8.

While a new facility for the sailing center is under construction, the entity has been around since the early 1990's. The zoning permit for the original facility at Moran was issued in 1993 and included use of 50 shared parking spaces (shared among the Water and Electric Department buildings, park space, fishing pier, and the sailing center). No specific allocation of parking spaces is evident. In practice, the sailing center used the 18-space lot just west of the BED building. Of those 18 spaces, the sailing center used up to 9. The sailing center has consistently utilized minimal onsite parking. This demonstrated history of minimal parking use is the basis for the requested parking waiver.

The supplemental parking management plan articulates methods to be employed in order to limit onsite parking demand. These measures include promoting use of alternative transportation as part of the Sailing Center's sustainable campus initiative, allocation of carpool-only parking spaces, and provision of onsite bike parking facilities in excess of that required by the zoning code. The parking management plan contemplates membership in CATMA. The plan also notes that some staff parking may occur offsite if needed. Seemingly, membership in CATMA would go a long way towards ensuring that the proposed parking management plan is effectively and consistently implemented. If, indeed, offsite parking is needed on a regular basis, an amended parking management plan will be required.

Pick-up and drop-off (rather than lengthy use of parking) also serves to limit onsite parking demand. As requested by the DRB, the supplemental parking management plan articulates how pick-up and drop-off will work. The plan notes that one of the onsite parking spaces will be used for pick-up and drop-off and will utilize the driveway for access. Seemingly, this arrangement could be improved by signage noting that 1 or 2 of the spaces are to be used for pick-up and drop-off parking only during peak hours. The plan also notes the nearby availability of on-street parking that may be used for pick-up and drop-off.

Bus service to the Sailing Center also contributes to lessened onsite parking demand. Bus service is associated with school use and is limited to May 1 – June 15 and Labor Day – October 15. Within that period, up to 4 busses may serve the Sailing Center, but no more than 10 total are anticipated in a given season. The supplemental parking management plan notes bus service to the nearby boat launch. Children are greeted by Sailing Center staff and escorted to the Sailing Center via the reconstructed recreation path.

In light of the sailing center's history of minimal parking use and the proposed parking management measures, the requested parking waiver may reasonably be granted. The applicants should be prepared to report back to the Planning & Zoning Department each year for 3 years as to the actual onsite parking demand. As noted above, an amended parking management plan will be required if supplemental offsite parking is needed. **(Affirmative finding as conditioned)**

II. Conditions of Approval

1. **Prior to release of the zoning permit**, a revised site plan depicting anchored curb stops for each of the 9 onsite parking spaces as well as signage for pick-up/drop-off spot(s) shall be submitted, subject to staff review and approval.
2. For the parking waiver, the applicants shall to report back to the Planning & Zoning Department each year for 3 years from the date of this approval as to the actual onsite parking demand. An amended parking management plan will be required if supplemental offsite parking is needed.
3. It is the applicant's responsibility to comply with all applicable ADA requirements.
4. Standard Conditions 1-15.