



2014-2019 UPDATE

JOINT INSTITUTIONAL PARKING MANAGEMENT PLAN



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PREPARED FOR:
CITY OF BURLINGTON PLANNING COMMISSION

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IN COOPERATION WITH:
CHAMPLAIN COLLEGE, FLETCHER ALLEN HEALTH CARE, AND UNIVERSITY OF
VERMONT

JOINT INSTITUTIONAL PARKING MANAGEMENT PLAN

PREPARED FOR:
CITY OF BURLINGTON PLANNING COMMISSION



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1.0 EXECUTIVE SUMMARY

1.1 | WHY CREATE A JOINT INSTITUTIONAL PARKING MANAGEMENT PLAN (JIPMP)

An Institutional Parking Management Plan:

- Recognizes the need to manage parking demand and resources holistically and creatively, employing demand management practices as well as supplying adequate parking facilities
- Helps ensure city streets and neighborhoods are not unfairly burdened by parking demands from large institutions
- Follows the guidelines of Comprehensive Development Ordinance Article 8, Part 3

A Joint Institutional Parking Management Plan:

- Recognizes the efficiencies gained when several neighboring institutions share resources and collaboratively participate in parking and travel demand management programs

This 2014-2019 Plan Update:

- Reviews past, current and future parking demand and supply
- Identifies potential parking shortfalls based on future development plans
- Reviews collaborative solutions to address potential parking needs

1.2 | WHAT IS IN THE 2014-2019 JIPMP

The JIPMP reviews current and future conditions for each of the partner institutions in a separate chapter:

- Champlain College
- Fletcher Allen Health Care (FAHC)
- University of Vermont

Each institution's chapter reviews current and future conditions, including:

- Current parking supply and demand
- Assumed future projects and related parking impacts
- Current and future transportation demand management and parking practices

The final chapter consists of the 2014 CATMA Annual Report, which includes:

- Summary of conditions, joint facilities and practices managed by CATMA
- Updated annually with current conditions and developments

1.3 | 2014-2019 GENERAL ASSUMPTIONS

The summary of current parking supply:

- Includes on-site parking garages and lots
- Includes off-site parking garages and lots used specifically for off-site parking (often paired with shuttle or transit service)
- Does not include off-site buildings and parking associated with those buildings

- Does not include on-street parking

The estimation of current peak parking demand:

- Assumes the peak time of use based on institutional data and experience
- Assumes a given number of constituents (by type) on site during peak time
- Assumes a given auto mode share of constituents (by type)
- Incorporates the vehicles owned by the institution

The estimates of future parking demand and supply:

- Incorporates projected changes to employment and enrollment data where available
- Incorporates expected parking supply changes based on known projects
- Assumes similar peak times, mode shares, and constituency presence

The summary of parking supply required by ordinance:

- Estimates the supply required at each institution based on multiple uses (e.g. # of student residential beds, hospital beds, square foot of academic or administrative buildings)
- For Champlain College and UVM, the parking supply required was calculated two different ways: by Gross Floor Area (GFA), and by a Composite (based on a number of beds instead of residential floor area, along with GFA for non-residential facilities)

1.4 | CHAMPLAIN COLLEGE UPDATE

The current Champlain College parking capacity is 764 spaces.

- This is a reduction in parking capacity from 2008 largely due to changes in off-site parking leases¹ as well as Phase 1 of the Res-Tri project (a reduction of 99 parking spaces at Whiting/McDonald)
- However, Champlain College did not experience the shortfall anticipated in the 2008-2013 plan in part due to delays to planned residential developments (carried over into the 2019 horizon)

Planned changes in Champlain College parking capacity by 2019 will result in a net decrease of 14 spaces (2019 total capacity: 750 spaces). Total expected parking demand² and supply for 2019 is projected to result in a 217 space shortfall; this is anticipated to be addressed through TDM measures and additional off-site parking supply. These estimates incorporate a number of assumptions specific to Champlain College:

- Parking inventory includes leased off-site spaces at the Gilbane and Lakeside lots
- Parking inventory does NOT include Spinner Place or on-street parking
- Constituents in demand estimation include:
 - Resident Students
 - Commuter Students (living within & outside ½ mile of campus)
 - Full-time & Part-time faculty and staff
- Peak parking demand is Thursdays, Noon-1PM
- Expected developments through 2019 includes 12 new or redeveloped buildings

¹ E.g. Champlain College stopped leasing off-site parking at Perkins Pier

² Increase in demand partly attributable to increase in residential students (i.e. students living on campus and owning cars)

TABLE 1: CHAMPLAIN COLLEGE PARKING SUPPLY AND DEMAND, 2008-2019

	PARKING SUPPLY	SUPPLY REQUIRED BY CITY ORDINANCE ¹	PEAK PARKING DEMAND	SURPLUS / SHORTFALL
2008 (actual)	931	946 – 956	785	146
2014 (expected)	912	1,456 - 1,699	1,007	-95
2013 (actual)	764	1,100 - 1,168	721	43
2019 (expected)	750	1,726 - 1,925	967	-217

Note: (1) Parking supply requirements were calculated two ways (by GFA alone, and a composite of number of beds and non-residential GFA), which resulted in a range of results

1.5 | FLETCHER ALLEN HEALTH CARE UPDATES

The current FAHC Parking capacity is:

- Burlington On-Campus Parking Capacity: 2,558 spaces (2,043 spaces for Medical Center Campus, 515 spaces for UHC Campus)
- Burlington Satellite Parking Capacity: 941 spaces (831 spaces for Medical Center Campus, 110 spaces for UHC Campus)

There are no expected net changes in future parking supply or demand from current conditions, and the current and future expected demand and supply projects a 148 space surplus. This projection incorporates a number of assumptions specific to FAHC:

- Parking inventory includes leased satellite lots (e.g. UVM Centennial, Fanny Allen)
- Parking inventory does NOT include off-site offices and associated parking (e.g. Downtown Burlington)
 - Only includes buildings and parking areas associated with the Medical Center and UHC
- Constituents in demand estimation include:
 - Employees & Volunteers
 - Out-patients & In-patients
 - Visitors
- Peak parking demand is mid-week, 9AM-2PM
 - Parking demand also peaks at shift-change, appx 3PM daily
- Expected developments through 2019 includes one bed-replacement project (anticipated neutral impact)

TABLE 2: FAHC PARKING SUPPLY AND DEMAND, 2008-2019

	PARKING SUPPLY ³	SUPPLY REQUIRED BY CITY ORDINANCE ¹	PEAK PARKING DEMAND	SURPLUS / SHORTFALL
2008 (actual)	2,790 (MC) 645 (UHC)	2,562 (MC) 301 (UHC)	2,758 (MC) 519 (UHC)	32 (MC) 126 (UHC)
2014 (expected)	2,763 (MC) 645 (UHC)	2,608 (MC) 301 (UHC)	2,758 (MC) 519 (UHC)	5 (MC) 126 (UHC)
2013 (actual) & 2019 (expected) ²	2,874 (MC) 625 (UHC)	2,860 (MC) 301 (UHC)	2,785 (MC) 566 (UHC)	89 (MC) 59 (UHC)

Note: (1) Parking supply requirements were calculated once for FAHC (by type of use)
 (2) No changes are expected in supply or demand between 2013 and 2019; therefore, the surplus also remains the same
 (3) Parking supply for the Medical Center Campus (MC) and UHC Campus (UHC) include both on- and off-site parking

1.6 | UNIVERSITY OF VERMONT UPDATE

The current UVM Campus Parking capacity is 4,593 spaces (UVM has a total inventory of 5,354 spaces with 761 are leased to FAHC).

Planned changes in UVM parking capacity by 2019 will result in a net decrease of 22 spaces (2019 total capacity: 4,571 spaces).

- Anticipated decrease in parking capacity is due to several new projects (see the UVM chapter for details).

Total expected parking demand and supply for 2019 is projected to result in a 748 space surplus (a continuation of current conditions³). The expected parking demand is assumed to hold steady despite the increasing campus size. These estimates incorporate a number of assumptions specific to UVM:

- Parking inventory does NOT include spaces leased to FAHC or on-street parking
- Constituents in demand estimation include
 - Resident Students (no Freshmen)
 - Commuter Students (living within & outside ½ mile of campus)
 - Full-time & Part-time faculty and staff
- Peak parking demand is weekdays Noon-1PM
- Expected developments through 2019 includes 9 new or redeveloped projects

³ Larger surpluses estimated in the 2008-2019 plan may not have accounted for parking spaces leased to FAHC

TABLE 3: UVM PARKING SUPPLY AND DEMAND, 2008-2019

	PARKING SUPPLY	SUPPLY REQUIRED BY CITY ORDINANCE ¹	PEAK PARKING DEMAND	SURPLUS / SHORTFALL
2008 (actual)	4,956	9,639 - 9,877	3,761	1,195
2014 (expected)	5,155	10,727 - 11,056	3,865	1,290
2013 (actual)	4,593	10,576 - 10,928	3,789	804
2019 (expected)	4,571	11,866 - 12,638	3,823	748

Note: (1) Parking supply requirements were calculated two ways (by GFA alone, and a composite of number of beds and non-residential GFA), which resulted in a range of results

1.7 | CATMA UPDATE

CATMA works with the institutions to offer joint solutions to institutional parking needs:

- CATMA helps plan and manage off-site parking:
 - Combination of disincentives and incentives used to influence mode shift
 - E.g. Gilbane, Lakeside parking connected to campus with shuttles and transit service
 - Champlain will likely lease additional space off-site by 2019
- Surplus parking at one institution may be leased to another
 - E.g. UVM leases surplus parking to FAHC
- Institutions enforce parking restrictions to manage on-site demand
 - E.g. Residential students at Champlain cannot park private vehicles on campus long-term
- CATMA also coordinates numerous travel demand management (TDM) programs to help reduce overall parking demand

CATMA also administers programs to reduce parking demand and measure results:

- RidesWork Carpool Matching Program
- Bike/Walk Rewards Program
- Unlimited Access Program
- Transit/Bus Discounts
- Emergency Ride Home Program
- Access to CarChare Vermont
- Employee/Student Outreach and Education Programs & Transportation Surveys

A number of institutional trends due to these programs can be observed:

- The number of UVM and Champlain College students taking advantage of the Unlimited Access Program has increased over 60% since 2008.
- The percentage of UVM and Champlain College students with a car on campus has decreased significantly since 2003.
- The percentage of CATMA employees (including Champlain, FAHC and UVM faculty and staff) satisfied with their commute has increased steadily since 2005.

2.0 CHAMPLAIN COLLEGE

ARTICLE 8: PARKING

This Article of the Burlington Comprehensive Development Ordinance establishes the requirements for off-site parking throughout the city. It also includes parking for bicycles and requirements for institutional parking management plans.

This chapter of the Joint Institutional Parking Management Plan (JIPMP) focuses on Champlain College.

Italicized text represents language quoted directly from the Ordinance.

2.1 | GENERAL PARKING REQUIREMENTS

SEC. 8.1.1 PURPOSE

Section is hereby acknowledged.

SEC. 8.1.2 APPLICABILITY

Section is hereby acknowledged.

SEC. 8.1.3 PARKING DISTRICTS

Champlain College is located in a Shared Use Parking District

SEC. 8.1.4 EXISTING STRUCTURES

In addition to the properties that it owns, Champlain College leases building spaces and parking facilities in and around Burlington. The leased buildings in Burlington are acknowledged in the Attachment to this chapter (40 Sears Lane), but they are not included in the campus parking inventory nor in the parking requirement calculations (Section 8.1.8).⁴ The leased parking facilities (Gilbane) are included in the campus parking inventory because they have been leased specifically to provide additional parking and transportation demand management (TDM) to the campus.

The 173 on street parking spaces adjacent to Champlain College are not included in the formal parking inventory or associated calculations.

As shown in Table 4 the Champlain College parking inventory includes 298 central campus spaces and 466 spaces at Lakeside/Gilbane, for a total of 764 spaces. This inventory is current as of December 2013, when Champlain College staff conducted a physical space count.

⁴ Property owners have permits specific to their properties and are assumed to be in compliance. There are 30 total spaces at these leased buildings, as detailed in the Attachment to this chapter.

TABLE 4: EXISTING CHAMPLAIN CAMPUS BUILDING AND PARKING INVENTORY

Name	Primary Use	GSF	Residential # of Beds	Parking Spaces
308 Maple	Residential	5,223	14	0
371 Main (former Sigma Epsilon)	Residential	7,723	30	22
396 Main	Residential	8,801	39	20
390 Maple	Single-Family Residential	3,768	0	2
436 Maple	Single-Family Residential	4,297	0	2
270 S Willard	Single-Family Residential	7,478	0	2
Adirondack House	Residential	4,631	20	0
Aiken Hall	Administrative/Academic	13,701	0	0
Bader Hall	Residential	8,140	22	26
Bankus Hall	Residential	10,432	50	0
Carriage House	Residential	2,376	15	0
Cushing Hall	Residential/Administrative	9,095	30	13
Durick Hall	Administrative	4,036	0	3
Ethan Allen Center	vacant	15,000	0	n/a
Former Eagles Club	vacant	17,325	0	n/a
Foster Hall	Administrative/Academic	7,008	0	0
Freeman Hall	Administrative/Academic	11,992	0	0
Garden House (ARC)	Administrative	4,371	0	0
Goodhue Coolidge House	Administrative/Academic	4,054	0	0
Hauke Family Campus Center (+Alumni Auditorium)	Administrative/Academic/Dining	37,877	0	0
Hill Hall	Residential	9,203	40	0
IDX Student Life Center	Administrative/Athletic/Dining	49,939	0	5
Jensen Hall	Residential	9,972	41	9
Joyce Learning Center	Academic	20,483	0	0
Juniper	Residential	28,732	95	0
Lakeside (Miller Center at Lakeside)	Administrative	39,552	0	266
Lakeview Hall	Residential	18,033	81	0
Lyman Hall	Residential	8,550	44	0
Main Street Suites and Conference Center	Residential	31,932	59	28
McDonald Hall	Residential	10,922	50	0
Miller Information Commons	Academic	29,860	0	42
North House	Residential	5,402	21	9
Pearl Hall	Residential	10,874	50	0
Perry Caretaker's Cottage	Residential	444	1	0
Perry Carriage Barn	Academic	5,546	0	0
Perry Hall	Administrative/Academic	27,847	0	16

Presidents House	Residential	3,487	0	2
Rowell Annex	Administrative	2,882	0	0
Rowell Hall	Residential	9,954	52	34
Sanders Hall	Residential	9,716	37	8
Schillhammer Hall	Residential	7,836	27	0
SD Ireland Family Center for Global Bus & Tech	Administrative/Academic	24,390	0	0
Skiff Hall	Administrative	12,493	0	15
Skiff Shed	Administrative/Academic	3,354	0	0
South House	Residential	12,608	51	13
Summit Hall	Residential	15,271	51	27
The Gallery	Academic	633	0	0
West House	Administrative	3,718	0	0
Whiting Hall	Residential	9,975	44	0
Wick Hall	Administrative/Academic	5,265	0	0
	Total	616,201	964	564
<i>Parking Facilities Leased by Champlain College via CATMA</i>				
Gilbane Parking Lot				200
Total Parking Spaces for Campus Use				764
<i>Properties Leased by Champlain College (not included in parking requirements or demand calculations)</i>				
40 Sears Lane	Physical Plant	13,444	0	15
40 Sears Lane (added space as of Sept 2013)	Physical Plant	11,961	0	15
Spinner Place	Residential (temporary)	74,517	272	n/a ¹
Quarry Lane	Residential (temporary)	31,505 ²	115	20
<i>Leased properties total</i>		<i>131,427</i>	<i>387</i>	<i>50</i>

Notes: (1) Parking at Spinner Place is arranged by students on an individual basis
(2) Quarry Lane GSF is approximate (estimate based on assumed similar area per bed as in Spinner Place)

SEC. 8.1.5 EXISTING STRUCTURES – CHANGE OR EXPANSION OF USE

The parking requirements for all planned projects are addressed in Section 8.1.8.

The previous 5-year Plan identified one administration/academic project and five residential projects that were anticipated to be completed in the 2009 – 2014 timeframe. These projects and their current status are shown in Table 5.

TABLE 5: STATUS OF PREVIOUSLY IDENTIFIED CHAMPLAIN PROJECTS

Building Project	Completed?		Notes
	Yes	No	
Butler Hall (Res-Tri)		X	Carried forward to current 5-year Plan; currently under construction and anticipated to be completed by Summer 2014
Valcour Hall (Res-Tri)		X	Carried forward to current 5-year Plan; currently under construction and anticipated to be completed by Summer 2014
Juniper Hall (Res-Tri)	X		Summer 2012
Perry Hall	X		Summer 2010
308 Maple	X		Spring 2012
CCM Project (Hauke)		X	Carried forward to current 5-year Plan; anticipated to be completed as early as Fall 2015
Eagles Club		X	Carried forward to current 5-year Plan; anticipated to be completed as early as Summer 2015
Ethan Allen Club		X	Carried forward to current 5-year Plan; anticipated to be completed as early as Summer 2016

SEC. 8.1.6 EXISTING STRUCTURES – EXEMPTION IN DOWNTOWN DISTRICT

Section does not apply.

SEC. 8.1.7 NON-CONFORMING RESIDENTIAL STRUCTURE

Section does not apply.

SEC. 8.1.8 MINIMUM OFF-STREET PARKING REQUIREMENTS

The required campus parking can be calculated using two approaches: 1) using the College's gross floor area (GFA) applied to Table 8.1.8-1's Post-Secondary School category; or 2) using a composite of the GFA of non-dormitory buildings (applied to Table 8.1.8-1's Post-Secondary School category) and the number of dormitory beds (applied to Table 8.1.8-1's Residential Use-Dormitory category). Table 6 provides the minimum parking requirements for the existing campus and future projects using these two approaches. Net changes in GFA and parking are shown for future projects.

The Eagles Club is located in the Downtown Transition District and will be permitted as Residential Use: Multi-Unit Attached Dwelling Unit (1 parking space per dwelling unit) using the planned number of apartment-style units. The Ethan Allen Club will also be permitted as such, although it is located in a Residential High Density District, which requires 2 parking spaces per dwelling unit. The Eagles and Ethan Allen Clubs' parking requirements are calculated in their respective districts using the composite approach described above. The GFA approach calculates both properties as Shared Use District: Post Secondary School.

Given these approaches, the parking requirement for the campus in 2019 would be 1,726 to 1,925 spaces.

Spinner Place is not included in the parking analysis because it is a residential leased property in Winooski meeting a temporary housing need. Upon lease expiration in summer 2015, the college will relocate students to permanent replacement housing developed by the college. Spinner Place contains 74,517 square feet of

residential space with a total capacity of 272 beds⁵. While there is no official Champlain College parking at Spinner Place, students can arrange to park there on an individual basis.

Champlain also currently leases 115 beds at Quarry Hill in South Burlington, which has 20 parking spots. Students who reside at Quarry Hill and have vehicles park them there. Champlain's lease here will expire in July 2014, at which point students will be living on central campus residential housing.

⁵ As of Fall 2013, 236 students were assigned to beds in Spinner Place.

TABLE 6: CHAMPLAIN MINIMUM OFF-STREET PARKING REQUIREMENTS AND PLANNED PROJECTS

Existing Campus		Parking Requirement
GFA Approach (2 spaces/1,000 sq ft), GFA = 583,876 sq ft ¹		1,168
Composite Approach	Dormitory Beds (1 space/2 beds) = 964	482
	Non-Residential GFA = 309,001 sq ft	618
	Total	1,100

Note: (1) GFA does not include vacant buildings.

Planned/Under Construction Projects Anticipated to be Completed by 2019				
Name	Primary Use	New GSF	Residential # of Beds	Parking Spaces
Butler Hall (Summer 2014)	Residential	26,532	89	-58 ¹
Valcour Hall (Summer 2014)	Residential	29,947	91	
Eagles Club (Summer 2015) ²	Residential	90,000	300	0
Ethan Allen Center (Summer 2016)	Residential	90,000	220	100
Summit & Maple Res Hall (Summer 2017)	Residential	28,000	91	0
West Hall/Perry Lawn Res Hall (Fall 2020)	Residential	28,000	90	0
CCM Project (Fall 2015)	Administrative/Academic	38,300	0	-26
Library Addition (Summer 2016)	Administrative/Academic	8,000	0	-10
Foster Hall Addition (Fall 2020)	Administrative/Academic	3,500	0	-10
Information Technology & Sciences Building (Fall 2018)	Administrative/Academic	27,000	0	-10
Career Center/Durick Hall Addition (Fall 2019)	Administrative	7,500	0	0
IDX Student Life Addition	Administrative	2,000	0	0
<i>Planned Project Subtotal</i>		<i>378,779</i>	<i>881</i>	<i>-14</i>
<i>Existing Campus Subtotal</i>		<i>583,876³</i>	<i>964</i>	<i>764⁴</i>
Total Planned + Existing		962,655	1,845	750

Notes: Includes two projects with estimated completion dates in 2020 (in case project schedules are accelerated).

- (1) Total parking reduction expected from the Res-Tri project anticipated to be 157 spaces. Phase 1 (Juniper Hall) has been completed with reduction of 99 parking spaces at Whiting/McDonald, which has been accounted for in Table 4.
- (2) Students who reside at Eagles Club must park in the Gilbane Lot.
- (3) GSF does not include vacant buildings.
- (4) Includes leased parking spaces at Gilbane Parking Lot.

Planned 2019 Campus		Parking Requirement
GFA Approach (2 spaces/1,000 sq ft), GFA = 962,655 sq ft		1,925
Composite Approach ¹	Dormitory Beds (1 space/2 beds) = 1,325	663
	Eagles Club DUs (1 space/DU) = 113	113
	Ethan Allen Center DUs (2 spaces/DU) = 80	160
	Non-Residential GFA = 395,301 sq ft	791
	<i>Total</i>	1,726

Notes: The numbers used here are for planning purposes only and reflect assumptions made to estimate parking needs.

- (1) In the composite approach, the Eagles Club parking requirement is calculated according to the Downtown District and number of apartment-style housing units (1 parking space per dwelling unit). Likewise, the Ethan Allen Center parking requirement is calculated according to the Neighborhood District and number of apartment-style housing units (2 parking spaces per dwelling unit).

SEC. 8.1.9 MAXIMUM PARKING SPACES

Champlain College’s parking inventory does not approach the maximum.

SEC. 8.1.10 OFF-STREET LOADING REQUIREMENTS

These requirements will be taken into account during the planning and design of individual projects.

SEC. 8.1.11 PARKING DIMENSIONAL REQUIREMENTS

These requirements will be taken into account during the planning and design of individual projects.

SEC. 8.1.12 LIMITATIONS, LOCATION, USE OF FACILITIES**(a) Off-site Parking Facilities**

In compliance with the Comprehensive Development Ordinance, Champlain College has moved approximately half of its parking off-site.⁶ As of October 2013, Champlain College has a total of 764 parking spaces, including the off-site facilities described below. On-street parking spaces are not included in the campus inventory.

TABLE 7: CHAMPLAIN OFF-SITE PARKING FACILITIES

Name	Parking Spaces
Gilbane Parking Lot	200

(b) Downtown Street-level Setback

Does not apply to Shared Use District.

(c) Front Yard Parking Restricted

Section is hereby acknowledged.

(d) Shared Parking in Neighborhood Parking Districts

Does not apply to Shared Use District.

(e) Single-story Structures in Shared Use Districts

Section is hereby acknowledged.

(f) Joint Use of Facilities

There is potential for overestimating the number of required parking spaces given the use categories provided in Table 8.1.8-1 of the Ordinance. There is a Special Residential Use for Dormitories as well as a Non-Residential Use for Post-Secondary Schools. The square footage of dining halls and student centers are enumerated within this latter category. However, these uses are heavily patronized by residential students who walk to the building and do not generate a demand for parking, and whose parking demand has already been accounted for (under Special Residential Use for Dormitories).

⁶ Institutional Core Campus Overlay Districts, Section 4.5.2 states that “parking should be very limited and generally provided offsite.” CDO page 4-56. This is emphasized for Champlain College specifically on page 4-57: “this core campus would be expected to be dominantly pedestrian-oriented, with all but the most essential parking provided off-site.”

To avoid the task of determining which campus functions might be considered residential and which are non-residential, we have kept the composite approach of the analysis in Section 8.1.8 strictly to dormitory and non-dormitory buildings. This conservative approach likely overestimates the number of required parking spaces.

(g) Availability of Facilities

Section is hereby acknowledged.

(h) Compact Car Parking

This section will be taken into account during the planning and design of individual projects.

SEC. 8.1.13 PARKING FOR DISABLED PERSONS

These requirements will be taken into account during the planning and design of individual projects.

SEC. 8.1.14 STACKED AND TANDEM PARKING RESTRICTIONS

Champlain College does not anticipate using such facilities.

SEC. 8.1.15 WAIVERS FROM PARKING REQUIREMENTS/PARKING MANAGEMENT PLANS

A Parking Management Plan shall include, but not be limited to:

- (a) *A calculation of the parking spaces required pursuant to Table 8.1.8-1:*

See Section 8.1.8.

- (b) *A narrative that outlines how the proposed parking management plan addresses the specific needs of the proposed development, and more effectively satisfies the intent of this Article and the goals of the Municipal Development Plan.*

Addressing Parking Needs

While providing a quality education and experience for its students, Champlain College needs to do its best to minimize and mitigate its impacts to its neighbors. A 1994 Memorandum of Understanding between the City of Burlington and Champlain College ensured that the campus can develop within its boundaries on the condition that it is sensitive to the neighborhood context. In 2003, the campus first introduced the parking program used today (consisting of zones and permits) to reduce traffic and parking in the neighborhood. The 2007 Champlain College Master Plan provides a road map for campus development through 2020. The 2013 Transportation Plan, available at <http://www.champlain.edu/transportation>, updates the original 2003 parking program and supports the Master Plan by recommending parking and transportation management strategies. This plan was developed through a Campus Transportation Committee of faculty and staff representatives. The Plan summarizes current practices and recommends actions for managing parking and transportation on campus. The time horizon for this plan is the full implementation of Campus Master Plan, which is 2020.

The purpose of the 2013 Transportation Plan is to prepare the campus for changes resulting from the implementation of the Campus Master Plan. Goals specific to each mode are as follows:

Parking

- Reduce overall demand for parking.
- Provide a sufficient number of parking spaces to meet peak demand while reducing the number of off-street parking spaces on the core campus.
- Provide parking spaces in a system of on-campus and off-campus parking lots connected to the College's academic, residential and administrative facilities with a convenient and efficient shuttle service.
- Incorporate as appropriate spaces in regional park-and-ride and intercept parking facilities.

Roadway

- Minimize traffic congestion by reducing the number of vehicles travelling to, within and between College facilities on and beyond the core campus.
- Provide safe and efficient access from the public road network to all parking facilities.
- Support efforts to reduce traffic speeds on public streets adjacent to College facilities.

Transit and Shuttle System

- Provide an attractive, cost effective, and convenient service that is preferable to driving between campuses.
- Size vehicles as appropriate to meet ridership demand.
- Choose efficient vehicle technologies.
- Use efficient and safe routes.
- Minimize noise and air quality impacts.
- Coordinate shuttle service with other CATMA services and programs and CCTA.
- Incorporate intelligent transportation system technology to enhance operations and traveler information.

ADA, Bicycle and Pedestrian

- Improve ADA accessibility to and on campus.
- Provide connections to all transit stops.
- Work with City to provide for pedestrian and bicycle access, circulation and amenities in site planning for specific facilities.

Since December 2008, Champlain College has leased 200 parking spaces at Gilbane Lot. There are additional spaces available for lease at this location if needed. The Miller Center on Lakeside Avenue has a transit lounge with coffee and a cantina for passengers waiting for the campus shuttle; and the Lakeside parking lot has 266 parking spots.

Champlain College's planned/proposed campus projects for the 2019 time horizon, as shown previously in Table 6, are described below:

- **Butler and Valcour Halls:** The Res-Tri dormitory project, bound by Skiff Hall, Lakeview Hall, Goodhue Coolidge House and McDonald and Whiting Halls. The first portion of this project, Juniper Hall was completed in the summer of 2012 and has 95 beds. When the second phase of the project, Butler and Valcour Halls, are completed in the summer of 2014 the project will add 180 beds

to the core campus. As a result, the residential use of this project means that students who live there will either not bring a car to campus or will park offsite.

- **Eagles Club:** The Eagles Club is located on the northeast corner of Maple and St. Paul Streets. Champlain College currently operates a shuttle along Maple Street between the core campus. Students who reside at the Eagles Club will be able to travel to/from campus on this shuttle. The walk from Eagles Club to core campus is approximately 2,600 feet or one-half mile. Approximately 70 parking spaces are planned for Eagles Club. The CCTA City Loop could also be used for return trips.
- **CCM Project:** The CCM Building/Hauke Addition will serve as a transit hub for the campus. This facility will increase transit use as it provides a safe and comfortable place to wait for a CCTA bus or campus shuttles. The hub will include a GPS system (currently in use on campus) to alert riders how far away the next shuttle is. This information is also available from electronic mobile devices.
<http://shuttle.champlain.edu/>
- **Ethan Allen Center:** The Ethan Allen Center is located on College Street between South Union Street and Hungerford Terrace. The walk from the Ethan Allen Center to core campus is approximately 2,200 feet (less than one-half mile). 100 parking spaces are planned to be built with this project.
- Two of the planned projects are residential facilities (Eagles Club and Ethan Allen Center). Both are within a half mile of campus and within walking distance. Transitioning commuter students into residential students is expected to decrease Champlain College's transportation impacts at the core campus. If a residential student brings a car to campus, it must be parked off site at the Gilbane Lot, which is served by a shuttle.
- A loss of 30 parking spaces will result with the creation of the Information Technology & Sciences Building, Foster Hall addition and the Library addition.

In addition to the planned projects described above and listed in Table 6, Champlain College sees the potential for growth along the Pine Street corridor in the south end of the City to support institutional initiatives outlined in its Strategic Plan. For example, continued growth of the College's on-line education program will require additional support space to administer the program. As a result, the College may look to expand its south-end holdings by acquiring additional properties, if and when they become available.

Champlain College sustains its membership with CATMA, as a Founding Member since 1992, who provides attractive transportation alternatives such as RidesWork (a confidential carpool matching service), an Unlimited Access program for CCTA services, the Bike/Walk Rewards program, CarShare, Emergency Ride Home Program, transportation educational events, communications and commuter workshops.

Champlain College will maintain its parking management program. The strategy of moving parking from the campus core to off-site facilities will continue.

Champlain College's vision is to have a car-free core campus. Transitioning commuter students to residential and moving parking off-site are ways in which this vision will be achieved; significant progress on this goal has been documented over the past five years.

Comprehensive Development Ordinance: Article 8 – Parking

Article 8 of the Ordinance states that its purpose is to ensure that there is adequate parking to serve the property. The planned parking inventory and the recommended management strategies discussed in this plan are likely to mitigate the parking demand estimated in Section 8.3.3b.

Another purpose of Article 8 is to protect the users of adjoining properties from nuisances associated with parking. To mitigate parking impacts on neighbors, most of Champlain’s parking inventory is located off site in the Lakeside and Gilbane lots. Finally, Article 8 encourages strategies to reduce traffic congestion and encourage the use of transportation alternatives. RSG’s 2007 Evaluation of Champlain College’s Parking Program as well as the findings that support the 2013 Transportation Plan demonstrate the effectiveness of Champlain’s parking program at mitigating traffic in the area as well as increasing transit use through the Unlimited Access program.

Municipal Development Plan: Chapter V – Transportation System Plan

A key part of the Municipal Development Plan’s vision for Burlington is that land use and transportation decisions be considered together. Champlain’s effort to house more of its students and reduce the number of daily vehicle trips to campus is an example of a coordinated transportation-land use decision.

Champlain has bus shelters with GPS technology showing bus arrivals to encourage transit use. The Miller Center on Lakeside Avenue has a transit lounge with coffee and a cantina for passengers waiting for the campus shuttle. The CCM/Hauke Addition project, slated for construction beginning in March 2014, will additionally provide a campus transit hub, to include a waiting area/café and covered bike storage. These initiatives show support for the Municipal Development Plan’s strategies to “use technology to improve service and coordination,” “focus on the consumer,” and “enhance design of transit facilities.”

(a) An analysis of the anticipated parking demand for the proposed development. Such an analysis shall include, but is not limited to:

1. *Information specifying the proposed number of employees, customers, visitors, clients, shifts, and deliveries;*

See Section 8.3.3a.

2. *Anticipated parking demand by time of day and/or demand by use;*

See Section 8.3.3b.

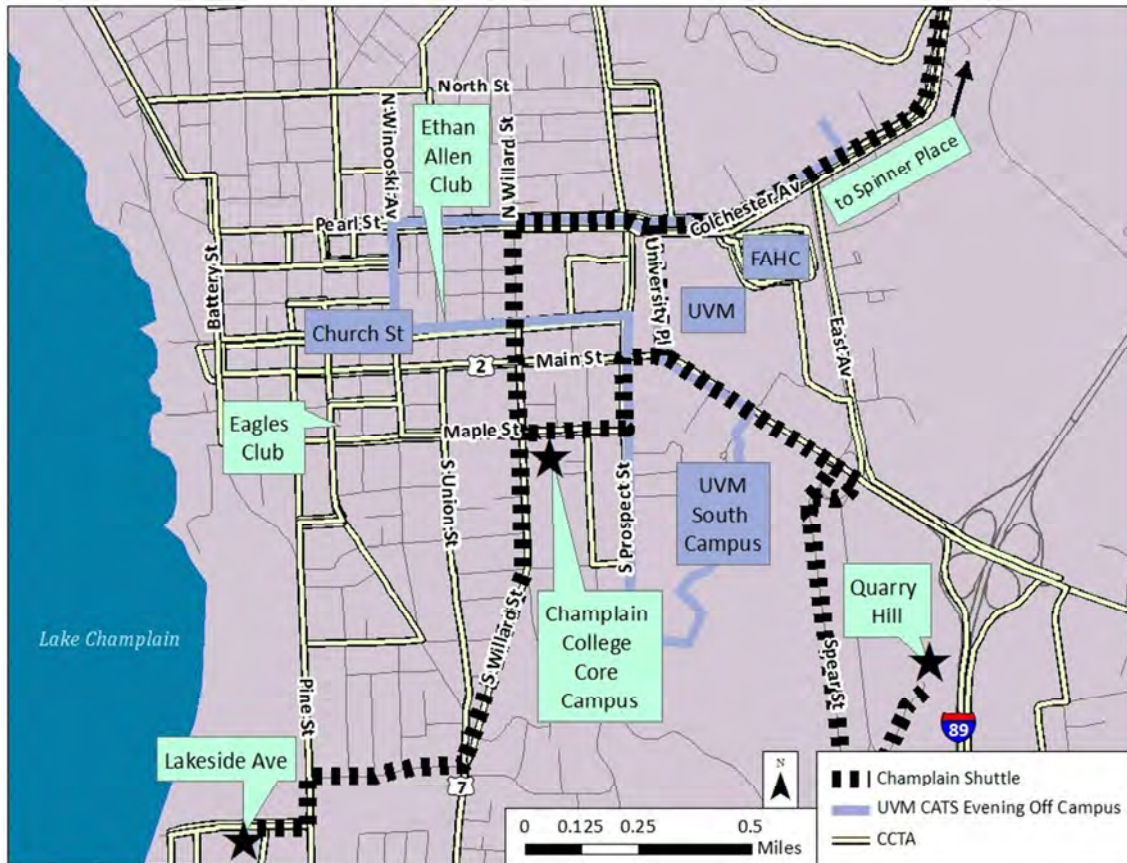
3. *Anticipated parking utilizing shared spaces or dual use based on a shared parking analysis utilizing current industry publications;*

Does not apply.

4. *Availability and frequency of public transit service within a distance of 800-feet.*

Through CATMA, Champlain College affiliates can use their college identification to ride CCTA buses free of charge, and several of the routes are within approximately 800 feet of the campus. Figure 1 shows the CCTA routes that serve the campus and the surrounding area. In addition, Champlain can ride the UVM CATS buses.

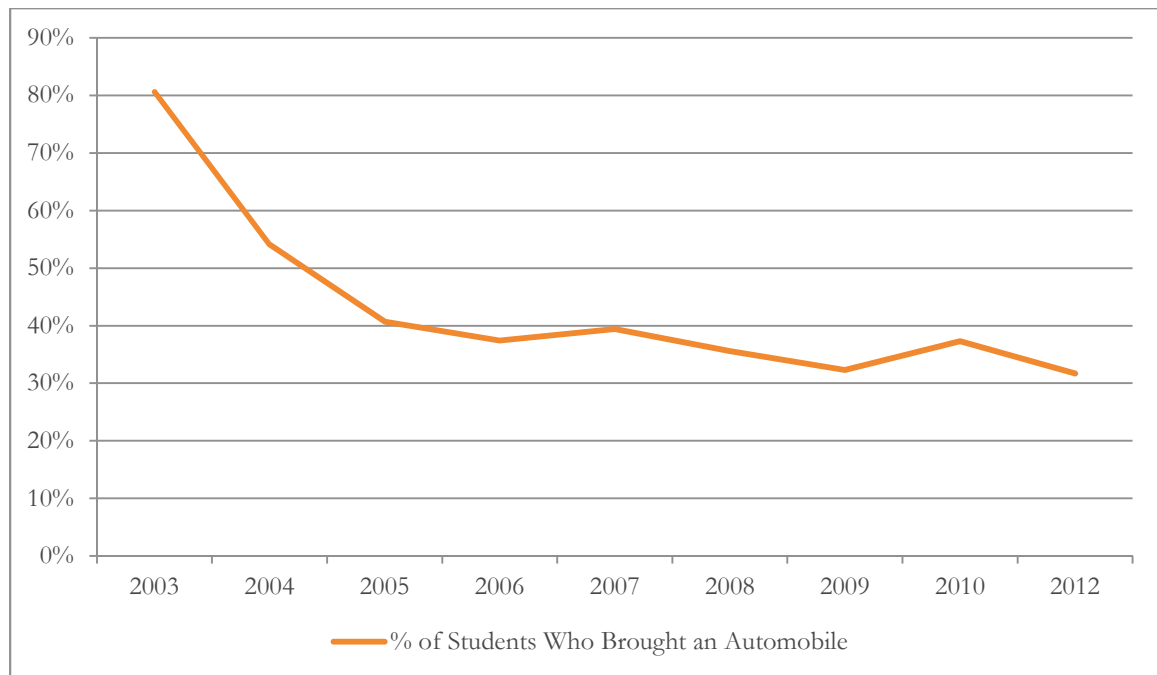
FIGURE 1: CHAMPLAIN COLLEGE TRANSIT SERVICE



5. *A reduction in vehicle ownership in connection with housing occupancy, ownership, or type;*

As Champlain transitions from a commuter campus to one that houses 90 percent of its students, there will be an associated shift in transportation. CATMA survey results, shown below in Table 8, indicate that the percentage of residential Champlain students who bring a car to Burlington for the semester is decreasing: 80.6 percent of residents brought a car in 2003, while 31.7 percent did so in 2012.⁷

⁷ CATMA Student Spring Transportation Survey, 2012 data.

TABLE 8: CHAMPLAIN RESIDENTIAL STUDENTS WITH AUTOMOBILES

Through CATMA, there is a CarShare Vermont pod located on the Champlain campus along with a free CarShare Vermont membership promo for faculty, staff and students. The non-profit carsharing organization launched in December 2008, and currently two vehicles are located on the central campus. One shared car is estimated to replace 7 to 20 privately-owned cars on the road. Therefore, vehicle ownership is estimated to decrease by an additional 14 to 40 cars.

(b) *Such a plan shall identify strategies that the applicant will use to reduce or manage the demand for parking into the future, which may include but are not limited to:*

Strategies	Champlain College Availability
Parking management program	Yes
Membership in a Transportation Management Association	Yes, CATMA
Telecommuting program	No formal program; availability in certain departments
Car-share program	Yes, CarShare Vermont
Off-site parking/shuttles	Yes
Public transit subsidies for employees	Yes
Shifting commuter students to residential students	Yes

Champlain College buildings front on several Burlington city streets with on-street parking. These include Main Street, Summit Street, South Willard Street, and Maple Street. The on-street spaces are not included within the College's parking inventory; however, the College's parking management program recognizes on-street spaces within the zonal parking permit system the College administers. The existence of 173 on street parking spaces immediately proximate to campus buildings is one reason the DRB granted the 143-space parking waiver in its January 2, 2002 decision (shared/dual use and unique use times associated with an institution).

As noted in Section 8.1.12 (f), there is potential for overestimating the number of required parking spaces given the use categories provided in Table 8.1.8-1 of the Ordinance. To avoid the task of determining which campus functions may be considered residential and which are non-residential, we have kept the composite approach of the analysis in Section 8.1.8 strictly to dormitory and non-dormitory buildings. This conservative approach leads to an overestimate of the number of required parking spaces.

Champlain's long-term strategy is to move all non-essential vehicles (vehicles that are not emergency, delivery or related to the Physical Plant) outside of the core campus to create a car-free pedestrian environment. To accomplish this, Champlain is actively implementing the 2013 Transportation Plan, which puts in to place a new parking system that focuses short-term (4 hours or less) parking in the core while shifting all-day or longer parking to off-site (Lakeside Avenue or Gilbane) facilities that are connected to the core via a high-frequency shuttle.

2.2 | BICYCLE PARKING

Champlain College supports bicycle travel in several ways, including:

- Eligibility to participate in the CATMA Bike/Walk Rewards Program;
- Promotion of Bicycle Benefits program;
- Bike share program at Lakeside Campus;
- Access to covered bike storage in the forthcoming CCM/Hauke addition project;
- Access to shower facilities on campus to its bicycling constituents;
- Access to bicycle parking in the form of racks (see map of racks at <http://bit.ly/CCBikeRacks>);
- Access to bicycle racks on both campus shuttles that run between central campus and Lakeside/Gilbane;
- Participation in on-site bicycle educational workshops coordinated by CATMA in partnership with LocalMotion;
- Coordination with LocalMotion to assess and improve campus bicycle racks; and
- Advocacy with the Burlington Walk/Bike Council to raise bicycling awareness on campus and in the community

2.3 | INSTITUTIONAL PARKING PLANS

SEC. 8.3.1 INTENT

Section is hereby acknowledged.

SEC. 8.3.2 APPLICABILITY

Section is hereby acknowledged.

SEC. 8.3.3 INSTITUTIONAL PARKING MANAGEMENT PLANS

In addition to the requirements of Sec. 8.1.15 above, an Institutional Parking Management Plan shall include the following:

- (a) *Information specifying the proposed number of students (full-time, part-time, commuter, on-campus, off-campus, and continuing education), faculty and staff (full-time and part-time), patients and visitors being served by the institution and anticipated over the ensuing five-year period.*

Projections in the Champlain 2020 Strategic Plan estimate that in Fall 2019 there will be:

- 2,400 Full-Time Traditional Undergraduate Students
- 300 Study Abroad Students
- 1,750 Graduate Students (all online)
- 5,000 Full-Time Continuing Professional Studies (CPS) Students (all online)
- 400 Full-Time Faculty/Staff
- 225 Part-Time Faculty/Staff (including Adjuncts, half online)

Note: Study abroad students and many adjunct faculty rarely visit the Burlington campus.

(b) *An analysis of the anticipated parking demand by user group, time of day and/or demand by use;*

Table 9 and Table 10 present actual and estimates of the peak parking demand for 2013 and 2019, respectively. Under 2013 conditions, Champlain College has a surplus of approximately 43 spaces.⁸ In 2019, a deficit of 217 spaces is estimated, which accounts for spaces displaced by specific building projects as identified in Table 6. This deficit may be accommodated by increasing the number of leased spaces at Gilbane and through continued parking management and enhanced transportation demand management (TDM) efforts.

TABLE 9: CHAMPLAIN EXISTING (2013) PEAK PARKING DEMAND BY USER GROUP

User Group	Number in Category	Peak % on Campus	Auto Ownership/ Mode Share	Parking Demand (spaces)
Residents long-term vehicle storage	964	100%	31.7%	306
Spinner Place residents ¹	236	100%	0%	0
Commuters outside 0.5 miles of campus	553	30%	63.8%	106
Commuters within 0.5 miles of campus	481	100%	7.6%	37
<i>Subtotal</i>				<i>448</i>
Full-time faculty/staff	347	90%	76.1%	238
Part-time faculty/staff ²	276	6%	81.6%	14
<i>Subtotal</i>				<i>252</i>
Visitors				5
Champlain vehicle fleet				16
<i>Subtotal</i>				<i>21</i>
Total peak parking demand				721
Off-street parking supply ³				764
Net surplus				43

Notes: The peak hour is assumed to occur on weekdays between 12:00pm and 1:00pm.

(1) Spinner Place residents are not permitted to drive to campus.

(2) The majority of part-time faculty/staff do not work during the peak parking period or only teach online.

(3) See Table 4 for an inventory of existing off-street parking spaces; on-street parking is not included in the inventory.

⁸ Parking counts conducted by RSG in Fall 2013 indicated a surplus of approximately 252 spaces (including Gilbane) during the weekday peak hour. The difference between the Ordinance-calculated parking demand and the actual parking occupancy highlights the successes of Champlain's and CATMA's TDM and parking management programs.

TABLE 10: CHAMPLAIN 2019 ESTIMATED PEAK PARKING DEMAND BY USER GROUP

User Group	Number in Category	Peak ¹ % on Campus	Auto Ownership/ Mode Share	Parking Demand (spaces)
Residents long-term vehicle storage	1,845	100%	31.7%	585
Commuters outside 0.5 miles of campus	297	30%	62.0%	57
Commuters within 0.5 miles of campus	258	100%	7.6%	20
<i>Subtotal</i>				<i>661</i>
Full-time faculty/staff	400	90%	76.1%	274
Part-time faculty/staff	225	6%	81.6%	11
<i>Subtotal</i>				<i>285</i>
Visitors				5
Champlain vehicle fleet				16
<i>Subtotal</i>				<i>21</i>
Total peak parking demand				967
Off-street parking supply ²				750
Net deficit³				-217

Notes: (1) The peak hour is assumed to occur on weekdays between 12:00pm and 1:00pm
(2) Off-street parking supply in 2019 reflects the difference between the current inventory (Table 4) and the net change in parking supply due to anticipated projects (Table 6).
(3) Champlain College anticipates that the parking deficit expected in 2019 will be addressed with additional off-site parking.

(c) *Information specifying the number and composition of the institution's vehicle fleet, where these vehicles are regularly kept, and designated "service vehicle-only" parking;*

Champlain College currently has 16 vehicles in its fleet:

- 11 for Physical Plant,
- 2 for Campus Public Safety
- 3 for Student Activities/Student Government Association

Thirteen spaces in the Cushing/Pearl parking lot are designated as "service vehicle only" parking.

Additionally, there are two reserved spaces in the Skiff parking lot. During working hours, these vehicles are frequently located at the Physical Plant at 40 Sears Lane to pick up supplies or run errands, and otherwise are located on campus.

(d) *Programs, policies, or incentives used to reduce or manage the demand for parking which may include but are not limited to:*

1. *Policies which restrict and/or prohibit the bringing of vehicles to the institution for various users or groups of users;*

Students residing at Spinner Place in Winooski or Quarry Hill in S. Burlington are not permitted to park their vehicles on campus. Instead, Champlain provides a frequent shuttle between Spinner Place, Quarry Hill and the core campus in Burlington. When the shuttle is not running, Spinner Place and Quarry Hill residents can use their CATMA Commute Smart card to get a free cab ride between Spinner or Quarry Hill and campus.

Since 2006, Champlain adopted CATMA's unlimited access program to allow Champlain affiliates free access to the CCTA and CCTA-Link transit services with their Champlain identification.

Since 2006, Champlain partnered with IPARQ, a national parking management company, to facilitate permit sales and improve parking fine collections.

Since 2006, Champlain relocated the Physical Plant and associated equipment (vehicles, tools, etc.) to 40 Sears Lane. Physical Plant employees park their cars at 40 Sears Lane and use the campus' service vehicle fleet throughout the day.

In 2011, Champlain opened the Miller Center at Lakeside campus that includes offices for over 120 employees. There are 266 parking spots available at this site. Students, faculty, and staff who park at this location have full access to frequent shuttle service to/from main campus. All employees parking at Lakeside lot have been issued a CATMA Commute Smart which provides a free taxi ride to/from their car at Lakeside in case of an emergency or when shuttle service is not available.

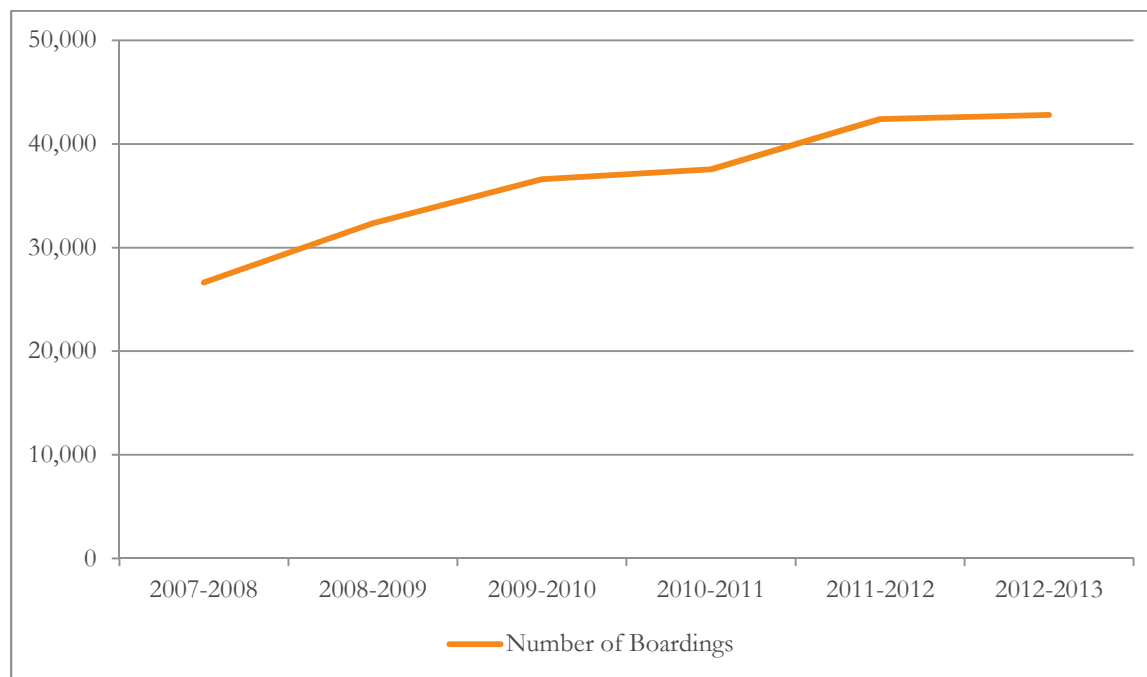
2. *Programs to encourage the use of public transit, walking and bicycling;*

To encourage the use of alternative transportation modes, the College will continue:

- to regulate parking through its parking program;
- its membership in CATMA for access to a comprehensive suite of TDM programs, services and workshops, including participation in annual events such as Way to Go and the Vermont Bike Challenge;
- to influence commuter mode choice through the Sustain Champlain initiative. Sustain Champlain educates the campus constituency about their environmental impacts which may influence their choices when it comes to driving to campus;
- to work with Local Motion and Burlington Walk/Bike Council to advocate for and encourage these modes;
- to promote the health benefits of bicycling and walking through the award-winning Wellbeing Program for employees

Table 11 summarizes the trends of Champlain students and employees riding CCTA buses via the Unlimited Access Program. Transit use at Champlain continues to grow. As Champlain's facilities have changed over the past five years, so have the shuttle routes and schedules. In the fall of 2006, Champlain College began to house students at Spinner Place in Winooski. To accommodate their need to get to main campus, shuttle service between Champlain's main campus and Spinner Place was launched and provided by Mountain Transit. When Champlain began to house students at Quarry Hill in 2011, Champlain initiated a shuttle service, also operated by Mountain Transit, to serve that location. Similarly, when the Miller Center at Lakeside opened in 2011, the shuttle route shifted to accommodate higher demand at that location.

TABLE 11: UNLIMITED ACCESS PROGRAM (CCTA AND LINK EXPRESS) RIDERSHIP – CHAMPLAIN FACULTY, STAFF AND STUDENTS



As of October 2013, Mountain Transit operates several shuttles to/from central campus to Spinner Place, Quarry Hill, and Lakeside/Gilbane. As a general rule, shuttles run:

- Weekdays: Monday – Friday, 7am - 9pm (except Gilbane/Lakeside, which begins at 6:30am)
- Weeknights: Monday – Thursday 9pm - 12:20am
- Weekends: Saturday – Sunday 11am - 8:30pm

Detailed schedules can be found at <http://www.champlain.edu/transportation>. One of the shuttles that runs between central campus and Lakeside/Gilbane can also accommodate bicycles onboard.

3. *Implementation of a parking permit system to allocate parking throughout the system.*

The Champlain College parking program implemented in 2003 was modeled after other established CATMA members parking programs, and was substantially updated in 2013. The program manages on-site core campus parking, on-street parking, and off-site satellite parking serviced by shuttles to and from the core campus. As shown in Figure 3, there are a total of six parking zones: four on-site and two off-site.

Key elements of Champlain College’s parking policy are as follows:⁹

- All vehicles (student, faculty, staff, and vendor) must be registered with the College Safety and Parking Office and have properly displayed permits. Vehicles must be parked in the zone for which they have been permitted.
- One permit may be issued per person.
- Parking space is not guaranteed.

⁹ Champlain College’s current parking policy can be found at <http://www.champlain.edu/transportation>.

- Metered lots (Bader, MIC, and Summit), installed in Fall 2013, are available for anyone with a Zone 1, 3, or 4 permit to use between 8am-4pm, Monday-Friday. These lots are free to anyone outside of these hours.
- Residential students must park in the Zone 2 (Gilbane) lot. Zone 2 (Gilbane) permits are free, but vehicles must be registered. The Mountain Transit shuttle provides free service between the Gilbane lot and the Champlain campus. When the shuttle is not running, students can use their CATMA Commute Smart cards for a free cab ride between the Gilbane lot and campus.
- Regardless of the permit held, no student, faculty or staff may park on adjacent city streets from 12:30am to 6:00am. Overnight parking is available in the Zone 2 (Gilbane) lot.
- Visitors to the Admissions Office may park in the Admissions Visitor Parking Lot located at Perry Hall.
- Guests are strongly encouraged to park in off-site areas. In special circumstances, College guests may apply for a limited-time guest pass.
- Faculty, staff, and students are permitted to park in any zone on campus after 4pm on Friday until 8am on Monday.

The cost of parking permits by user group are shown in Figure 2. Parking costs are highest for on-site campus parking. Off-site parking is free to residential and commuting students, faculty, and staff.

FIGURE 2: CHAMPLAIN COLLEGE PARKING PERMIT COSTS FOR THE 2013-2014 ACADEMIC YEAR

PERMIT FEES
• Zone 1: Free for Faculty & Staff
• Zone 2: Free for Students
• Zone 3: Permit fees are \$170/semester for full-time Faculty, Staff and Commuting Students, \$75/semester for part-time Faculty, Staff and Commuting students.
• Zone 4: Permit fees are \$200/semester for full-time Faculty, Staff and Commuting Students, \$90/semester for part-time Faculty, Staff and Commuting students.
• Permit fees are \$170/semester for residential special needs permits (Zone 5). There is no charge for parking in qualified satellite lots.
• Evening students can park in any available lot after 4 p.m. for free or in the Zone 2 lot during shuttle hours. There is no charge for students to park in the Gilbane lot at any time.

FIGURE 3: CHAMPLAIN COLLEGE PARKING ZONES



(d) Implementation of a monitoring, compliance and enforcement system to measure and ensure compliance with the plan.

Champlain College has allocated the following resources to enforce and implement the college's parking plan:

- Assistant Director of Campus Public Safety and Parking – dedicates 85 percent of time on parking management, administration, education, enforcement and appeals; two weeks per semester dedicated to permit sales.
- Assistant Director of Campus Public Safety and Security – dedicates 15 percent of time running license plates with Burlington Police, record keeping, and spread-sheeting.
- Work Study Students – ten to 15 hours per week dedicated to data entry.
- Student Accounts staff – responsible for adding tickets marked as 'collection transfer' to student bills.
- Contract Parking Officer – responsible for daytime parking enforcement between the hours of 7:30am and 4pm, Monday through Friday. This parking officer monitors college parking lots and adjacent on-street parking areas, writes tickets and coordinates towing from Champlain College lots. The officer on duty from Champlain College's campus security is available to assist the parking officer during tows. Additionally, the parking officer receives assistance from other staff in the parking office.
- Transportation Committee, comprised of faculty, staff, students and CATMA, who meet on a monthly basis. This Committee is convened and facilitated by the Sustainability Director and is charged with implementing the current Transportation Plan, requesting and responding to feedback from Champlain affiliates, and promoting various transportation opportunities and events.
- The campus Sustainability Director – dedicates four to eight hours per month to education and outreach efforts; facilitation of Transportation Committee.
- Several employees meet twice per month as the Appeals Committee to adjudicate student appeals, which sometimes include parking issues.
- Champlain College devotes approximately \$850,000 annually (in the form of staff salaries, transportation consultant fees, parking lot leases, CATMA dues, transit subsidies, and shuttle operations) to the management of parking. In contrast, revenue collected from parking fines for the 2012-2013 academic year was approximately \$43,840.

In addition to the allocated staff members, Champlain has partnered with IPARQ, a national parking management firm that facilitates permit sales and allows the College to track overdue fines, encumber them to a student's college bill and potentially block student registration when they exceed \$100. During the first year of IPARQ implementation, the amount of collected fines increased by 62 percent, communicating to Champlain constituents the validity of campus parking tickets.

Figure 4 lists the various situations that warrant a parking ticket being issued and the amount of the fine. Parking tickets may be presented in person to the vehicle's owner, placed on the vehicle's windshield, or mailed.

FIGURE 4: CHAMPLAIN COLLEGE PARKING FINES FOR THE 2013-2014 ACADEMIC YEAR

INFRACTION	Fine* (1st Offense)	Fine* (Subsequent)
Expired meter	\$25	\$50
Parking on grass/sidewalks, in non-permitted zone or outside white lines	\$25	\$50
Improper permit placement	\$25	\$50
Unregistered vehicle	\$50	\$100
Handicap zone, fire lane	\$50	\$100
Use of unauthorized permit	\$100	\$200

**Towing charges are in addition to these fines.
 Note: Fines must be paid in full in order to receive a new parking permit, confirm course registration, receive a transcript or be awarded a degree.*

While many of the streets adjacent to Champlain College offer unrestricted parking, as designated by the Burlington Department of Public Works, Champlain College imposes additional parking policies related to affiliate parking on these streets. Affiliates are permitted to park on-street in the following areas provided that they have been issued an appropriate parking permit by the college:

- on South Willard between Main St. and Cliff,
- on Maple St. between S. Union and Summit,
- on Summit St. between Main St. and Maple St., and
- on Main Street between Summit and S. Willard.

Figure 5 shows areas where on-street parking is prohibited to Champlain College affiliates regardless of a permit being issued or not. Some of these streets, such as Cliff and Spruce Streets are designated as “Resident Only” parking, while others have “No Parking” restrictions posted. Champlain College patrols these streets daily and records license plates of suspected Champlain affiliates, which are checked by Champlain College’s Security Supervisor at the Burlington Police Department. Tickets are issued if the vehicle is registered to an affiliate of Champlain College.

Champlain has found that approximately 20 percent of vehicles parked on-street adjacent to Champlain’s campus were registered to Champlain affiliates with a parking permit.¹⁰ The remaining vehicles are likely to be neighbors, campus visitors, and people from other nearby institutions.

SEC. 8.3.4 REVIEW AND APPROVAL OF INSTITUTIONAL PARKING MANAGEMENT PLANS

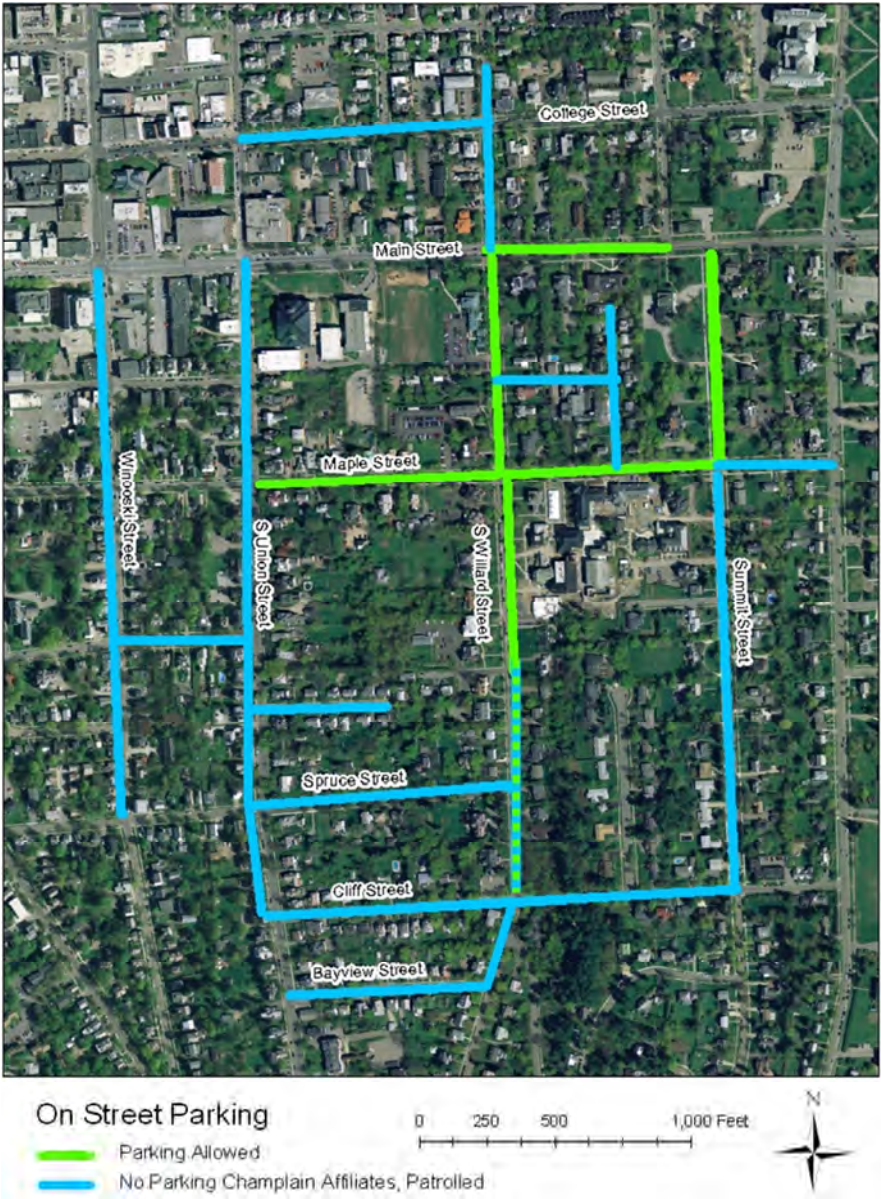
Section is hereby acknowledged.

SEC. 8.3.5 REVIEW AND APPROVAL OF APPLICATIONS FOR FUTURE DEVELOPMENT

Section is hereby acknowledged.

¹⁰ 34 out of 173 license plates during an annual parking count conducted by RSG in November 2012.

FIGURE 5: CHAMPLAIN COLLEGE ON-STREET PARKING RESTRICTIONS



2.4 | ATTACHMENTS

Properties Leased by Champlain College	GFA	Residential # of Beds	Parking Spaces
40 Sears Lane – Physical Plant	25,405	0	30

Champlain College Strategic Transportation Plan (RSG, May 2013)

http://www.champlain.edu/Documents/transportation-parking/ChamplainTransportationPlan_May2013.pdf

3.0 FLETCHER ALLEN HEALTH CARE

ARTICLE 8: PARKING

This Article of the Burlington Comprehensive Development Ordinance establishes the requirements for off-site parking throughout the city. It also includes parking for bicycles and requirements for institutional parking management plans.

This chapter of the Joint Institutional Parking Management Plan (JIPMP) focuses on the Medical Center Campus (MCC) and University Health Center (UHC) Campus at Fletcher Allen. In addition to sites in Burlington, Fletcher Allen leases and owns facilities in number of locations including South Burlington, Winooski, Colchester, Williston, Essex, Milton, Berlin, St. Albans, Middlebury, Newport, Rutland, Warren, Malone, NY and Bangor, NY.

The space that Fletcher Allen leases from the University of Vermont for the UHC Campus is included in this chapter rather than the UVM chapter.

Italicized text represents language quoted directly from the Ordinance.

3.1 | GENERAL PARKING REQUIREMENTS

SEC. 8.1.1 PURPOSE

Section is hereby acknowledged.

SEC. 8.1.2 APPLICABILITY

Section is hereby acknowledged.

SEC. 8.1.3 PARKING DISTRICTS

The Medical Center Campus and UHC Campus are located in a Shared Use Parking District

SEC. 8.1.4 EXISTING STRUCTURES

The Medical Center Campus is currently licensed for 580 patient beds and bassinets. Since the number of staffed or occupied beds may vary, the number of licensed beds is used as the basis for this plan since it is a maximum and invariable number that leads to a conservative estimate.

To account for the diverse healthcare functions provided by Fletcher Allen, an effort has been made to distinguish between hospital/in-patient uses, educational uses, and other uses (e.g. cafeteria, medical office, administrative office, support space, common areas). While there is not a precise method to distinguish between these uses and the square footage associated with each, a reasonable estimate is made in Table 12.

TABLE 12: APPROXIMATE MEDICAL CENTER CAMPUS GROSS SQUARE FOOTAGE BY FUNCTION¹¹

Function	Gross External Square Feet
Hospital (in-patient)	644,371
Educational	35,597
Other (e.g. cafeteria, medical & administrative office, support space, common areas)	814,426
TOTAL	1,494,394

The outpatient facilities and medical offices at UHC Campus, which Fletcher Allen leases from UVM, comprise 150,696 net square feet. Fletcher Allen also owns 2,644 square feet at 112-114 Colchester Avenue in Burlington, which are included in the calculation of required parking spaces.

In addition to the properties that it owns, Fletcher Allen leases building spaces and parking facilities in and around Burlington. The leased buildings in Burlington are acknowledged in Section 3.4, and parking that serve these buildings are acknowledged in Table 15, but the buildings and parking facilities are not included in the parking inventory or in the parking requirement calculations (Section 8.1.8).¹² Other off-site leased parking facilities are included in the parking inventory because they have been leased specifically to provide additional parking and transportation demand management (TDM) to Fletcher Allen. These 941 spaces are described in the off-site inventory in Section 8.1.12 (a).

Table 13 summarizes existing parking spaces and includes leased parking facilities that are adjacent to the Medical Center Campus or UHC Campus, which are considered as on-site parking. There are currently a total of 2,558 spaces available: 2,043 at the Medical Center Campus and 515 at the UHC Campus¹³. On-street parking spaces are not included in the inventory.

¹¹ Gross external dimensions based on FAHC 2014 Campus Building Gross Summary spreadsheet

¹² The landlords of these facilities hold permits specific to their properties and are assumed to be in compliance.

¹³ University of Vermont employees at UHC also use UHC parking facilities though they do not work in the physical UHC buildings.

TABLE 13: EXISTING MEDICAL CENTER CAMPUS AND UHC CAMPUS PARKING INVENTORY

Location	Number of Spaces
<i>Medical Center Campus</i>	
ACC Garage	1,224
ACC Loading Dock	21
ER Lot	47
McClure Garage ¹	317
Patrick Loading Dock	9
South Lot ²	425
<i>Subtotal</i>	<i>2,043</i>
<i>UHC Campus</i>	
Lot A (Horseshoe)	47
Lot B (Patient)	178
Lot D (Employee)	197
Pearl Street Lot (Employee)	35
Taft School (Leased)	58
<i>Subtotal</i>	<i>515</i>
On-Site Total, Medical Center + UHC	2,558

Notes: (1) Includes 15 surface lot spaces.

(2) Includes six spaces at Hope Lodge; does not include 66 spaces currently leased to UVM.

The actual number of parking spaces in the Medical Center Campus and UHC Campus inventories fluctuates in response to operational changes. For example, Fletcher Allen has elected to take 19 parking spaces out of service in the Ambulatory Care Center (ACC) garage to improve pedestrian access. Yet these spaces might be reinstated if other conditions change. While the actual inventory is dynamic, the maximum number of *permitted* spaces at the Medical Center Campus remains at 2,094 spaces. Fletcher Allen uses Transportation Demand Management (TDM) to dynamically manage its on-site parking demand so that it can be comfortably met by the actual parking inventory at a given time.

The Institutional Core Campus (ICC) Overlays described in Section 4.5.2 of the Ordinance acknowledges the different needs of Fletcher Allen compared to other Hill Institutions:

The Fletcher Allen Health Care MCHV Campus (ICC-FAHC) allows for an increased development scale and intensity than would typically be found in the adjoining and underlying districts to support continued growth and expansion of the state's academic medical center. As a regional tertiary-level care facility, on site parking is expected to play a larger role than otherwise would be expected for other institutional campus overlays in order to accommodate the needs of patients and visitors.¹⁴

¹⁴ Comprehensive Development Ordinance, page 4-56.

SEC. 8.1.5 EXISTING STRUCTURES – CHANGE OR EXPANSION OF USE

The parking requirements for all planned projects are addressed in Section 8.1.8.

The previous 5-year Plan identified the Radiation Oncology Unit expansion project as the only project anticipated to be completed in the 2009 – 2014 timeframe. This project is comprised of a 23,000-square-foot building that consolidates Fletcher Allen’s radiation oncology services in one location on the Medical Center Campus. It was completed in 2010.

SEC. 8.1.6 EXISTING STRUCTURES – EXEMPTION IN DOWNTOWN DISTRICT

Section does not apply.

SEC. 8.1.7 NON-CONFORMING RESIDENTIAL STRUCTURE

Section does not apply.

SEC. 8.1.8 MINIMUM OFF-STREET PARKING REQUIREMENTS

Fletcher Allen plans to construct one project within the 2014-2019 horizon: the In-Patient Bed Replacement Project. A conceptual Certificate of Need (CON) was granted on August 13, 2013 authorizing FAHC to plan for a proposed inpatient bed building consisting of up to 128 inpatient replacement beds to be hosted in single rooms anticipated to be constructed on a site next to the Emergency Department on the west side of the FAHC campus.

Parking and traffic impacts resulting from this project are expected to be neutral. Since the proposed building will not add new bed capacity, we do not anticipate any increases in overall trip ends to the site as a result of construction of the proposed facility. Existing permits limit FAHC's on-campus parking spaces to a maximum of 2,094 parking spaces and FAHC does not plan to request any change to this limit as part of this project.

FAHC’s basic management strategy is to ensure an adequate number of parking spaces to enable patients and families to park in accessible and convenient parking facilities. Through use of TDM practices in cooperation with CATMA, FAHC provides incentives to encourage mass transportation, pedestrian, biking and carpooling alternatives to reduce Single Occupant Vehicle (SOV) employee traffic to the site. FAHC maintains 941 number of employee satellite parking spaces serving the Medical Center and UHC Campuses. This strategy, combined with stringent employee parking management protocols and a robust shuttle system to encourage off-site parking, allows FAHC to provide convenient patient parking while maintaining overall onsite parking within the bounds of its permitted onsite parking space inventory. Fletcher Allen will continue to use TDM programs and services provided by CATMA to manage its parking demand. CATMA programs are described in more detail in Section 8.3.3d.

Table 14 shows the parking requirements for the Medical Center Campus and UHC Campus with Comprehensive Development Ordinance parking ratios applied for 2014 and 2019.

As shown in Table 13 and Table 15, FAHC has a total of 3,499 parking spaces on site and in satellite lots, which exceeds the minimum parking requirement shown in Table 14.

TABLE 14: FAHC MINIMUM OFF-STREET PARKING REQUIREMENTS

Existing Campus (2014)		Parking Requirement
Buildings (GFA) and Beds	Ordinance Parking Ratios	
<i>Medical Center Campus</i>		
580 Beds	Hospital Use: 2 spaces/bed	1,160
814,426 sq. ft.	Office-Medical: 2 spaces/1,000 sq ft GFA	1,629
35,597 sq. ft.	School, Post-Secondary: 2 spaces/1,000 sq. ft. GFA	71
<i>Subtotal</i>		2,860
<i>UHC Campus</i>		
150,696 sq. ft.	Office-Medical: 2 spaces/1,000 sq. ft. GFA	301
Total, Medical Center + UHC		3,161

Planned 2019 Campus (<i>No Changes Anticipated</i>)		Parking Requirement
Buildings (GFA) and Beds	Ordinance Parking Ratios	
<i>Medical Center Campus</i>		
580 Beds	Hospital Use: 2 spaces/bed	1,160
814,426 sq. ft.	Office-Medical: 2 spaces/1,000 sq ft GFA	1,629
35,597 sq. ft.	School, Post-Secondary: 2 spaces/1,000 sq. ft. GFA	71
<i>Subtotal</i>		2,860
<i>UHC Campus</i>		
150,696 sq. ft.	Office-Medical: 2 spaces/1,000 sq. ft. GFA	301
Total, Medical Center + UHC		3,161

SEC. 8.1.9 MAXIMUM PARKING SPACES

Fletcher Allen's current on-site parking inventory noted in Section 8.1.4 does not approach the maximum number of parking spaces. In addition, the City and Act 250 permits for the Renaissance Project granted approval for a maximum of 2,094 parking spaces at the Medical Center Campus, as noted in Section 8.1.8.

SEC. 8.1.10 OFF-STREET LOADING REQUIREMENTS

These requirements will be taken into account during the planning and design of individual projects.

SEC. 8.1.11 PARKING DIMENSIONAL REQUIREMENTS

These requirements will be taken into account during the planning and design of individual projects.

SEC. 8.1.12 LIMITATIONS, LOCATION, USE OF FACILITIES

(a) Off-site Parking Facilities

With the exception of Fanny Allen, the off-site parking facilities used by Fletcher Allen are leased from other entities. However, these spaces are critical to intercepting traffic that would otherwise travel to the Medical Center Campus or UHC Campus, but are not included in the 2,558-space inventory described in Section 8.1.4. There are 831 spaces in the off-site parking facilities for the Medical Center Campus and 110 for the UHC Campus, as shown in Table 15. Parking spaces used for other FAHC offices (such as Downtown

Burlington) are not counted towards the minimum parking requirement or parking demand but are shown at the bottom of Table 15. On-street parking spaces are not included in the inventory.

TABLE 15: OFF-SITE PARKING FACILITIES SERVING THE MEDICAL CENTER CAMPUS, THE UHC CAMPUS AND DOWNTOWN BURLINGTON OFFICES

Location	Number of Spaces
<i>Medical Center Campus Satellite Parking</i>	
UVM Catamount East (<i>South Burlington</i>)	285
UVM Gutterson	176
Fanny Allen Campus (<i>Colchester</i>)	155
UVM Jeffords	100
UVM Centennial	90
Gilbane Lot ¹	25
<i>Subtotal</i>	<i>831</i>
<i>UHC Campus Satellite Parking</i>	
UVM Centennial	110
<i>Subtotal</i>	<i>110</i>
Total, Medical Center + UHC	941
<i>Downtown Burlington/Other Office Parking²</i>	
Wyndham Garage (for 1 Burlington Square)	135
Corporate Plaza	22
1 Burlington Square (handicap)	6
95 St. Paul Street	16
128 Lakeside Ave	38
184 Pearl St	12
<i>Total, Downtown Burlington/Other Office Sites</i>	<i>229</i>

Notes: (1) These spaces are primarily used by employees at 1 Burlington Square.

(2) Parking inventory at Downtown and other off-site offices are not counted towards the total minimum requirements at the Medical Center and UHC Campuses (Table 14) or the total supply during peak demand (Table 17 and Table 18).

(b) Downtown Street-level Setback

Does not apply to Shared Use District.

(c) Front Yard Parking Restricted

Section is hereby acknowledged.

(d) Shared Parking in Neighborhood Parking Districts

Does not apply to Shared Use District.

(e) Single-story Structures in Shared Use Districts

Section is hereby acknowledged.

(f) Joint Use of Facilities

Section does not apply.

(g) Availability of Facilities

Section is hereby acknowledged.

(h) Compact Car Parking

This section will be taken into account during the planning and design of individual projects.

SEC. 8.1.13 PARKING FOR DISABLED PERSONS

These requirements will be taken into account during the planning and design of individual projects.

SEC. 8.1.14 STACKED AND TANDEM PARKING RESTRICTIONS

Section is hereby acknowledged.

Fletcher Allen provides an optional valet parking service for its patients and visitors. This service is available at the main entrance Monday through Friday from 6:00 AM to 5:00 PM. Cars can be retrieved with the valet until 9:00 PM. Usage fluctuates daily but on average approximately 45 spaces are available for valet parking in the Medical Center Campus South Parking Lot.

SEC. 8.1.15 WAIVERS FROM PARKING REQUIREMENTS/PARKING MANAGEMENT PLANS

A Parking Management Plan shall include, but not be limited to:

- (a) *A calculation of the parking spaces required pursuant to Table 8.1.8-1:*

See Section 8.1.8.

- (b) *A narrative that outlines how the proposed parking management plan addresses the specific needs of the proposed development, and more effectively satisfies the intent of this Article and the goals of the Municipal Development Plan.*

Addressing Parking Needs

As noted earlier in Section 8.1.8, the only project planned within the 2014-2019 horizon is the In-Patient Bed Replacement Project. Since the proposed building will not add new bed capacity, we do not anticipate any increases in overall trip ends to the site as a result of construction of the proposed facility. Existing permits limit FAHC's on-campus parking spaces to a maximum of 2,094 parking spaces and FAHC does not plan to request any change to this limit as part of this project.

Fletcher Allen will continue to use TDM programs and services provided by CATMA to manage its parking demand. CATMA programs are described in more detail in Section 8.3.3d.

As shown in Table 13 and Table 15, FAHC has a total of 3,499 parking spaces on site and in satellite lots that serve the Medical Center and UHC Campuses, which exceeds the minimum parking requirement shown in Table 14.

Comprehensive Development Ordinance: Article 8 – Parking

Article 8 of the Ordinance states that its purpose is to ensure that there is adequate parking to serve the property. The planned parking inventory and the recommended management strategies discussed in this plan are likely to mitigate the parking demand estimated in Section 8.3.3b.

Another purpose of Article 8 is to protect the users of adjoining properties from nuisances associated with parking. To mitigate parking impacts on neighbors, Fletcher Allen utilizes off-site parking at intercept facilities as described in Section 8.1.12 (a).

(a) *An analysis of the anticipated parking demand for the proposed development. Such an analysis shall include, but is not limited to:*

1. *Information specifying the proposed number of employees, customers, visitors, clients, shifts, and deliveries;*

See Section 8.3.3a.

2. *Anticipated parking demand by time of day and/or demand by use;*

See Section 8.3.3b.

3. *Anticipated parking utilizing shared spaces or dual use based on a shared parking analysis utilizing current industry publications;*

Does not apply.

4. *Availability and frequency of public transit service within a distance of 800-feet.*

The Medical Center and UHC Campuses are served by a number of CCTA-operated local, suburban, and commuter routes. The routes generally travel east/west along Pearl Street/Colchester Avenue and Main Street (US 2). Only one route travels north/south in the vicinity of Fletcher Allen, Route 8 – City Loop, which travels on Prospect Street.

5. *A reduction in vehicle ownership in connection with housing occupancy, ownership, or type;*

Does not apply.

(b) *Such a plan shall identify strategies that the applicant will use to reduce or manage the demand for parking into the future, which may include but are not limited to:*

Strategies	Fletcher Allen Availability
Parking management program	Yes
Membership in a Transportation Management Association	Yes, CATMA
Telecommuting program	Encouraged where possible. Telecommuting is available in certain departments, such as Radiology and Pathology. Health Information Services and Transcription staff are permitted to work from home.
Car-share program	Car sharing is encouraged and is available at Morrill and Redstone.
Off-site parking/shuttles	Yes
Public transit subsidies for employees	Yes

3.2 | BICYCLE PARKING

Fletcher Allen supports bicycle travel in several ways, including:

- Incentivizing its constituents to bicycle to work through the CATMA Bike/Walk Rewards Program;
- Investing in the local and regional bicycle networks: for example, Fletcher Allen widened the sidewalk along Colchester Avenue between East Avenue and Mansfield Avenue to interconnect with UVM bike paths. The sidewalk along Beaumont Drive is 10 feet wide in order to function as a shared use path.
- Providing shower facilities to its bicycling constituents: The Security Department maintains a list of shower locations at the Medical Center Campus that are available for staff use. When Security staff receive inquiries about shower locations, they describe the various locations and suggest the one that best meets the employee's needs.
- Providing bicycle parking in the form of racks and making an effort to locate such parking in covered areas. There is parking for over 100 bicycles located at several entrances of the Medical Center Campus.
- Fletcher Allen Health Care has been designated a Bicycle Friendly Employer by the League of American Bicyclists.

3.3 | INSTITUTIONAL PARKING PLANS

SEC. 8.3.1 INTENT

Section is hereby acknowledged.

SEC. 8.3.2 APPLICABILITY

Section is hereby acknowledged.

SEC. 8.3.3 INSTITUTIONAL PARKING MANAGEMENT PLANS

In addition to the requirements of Sec. 8.1.15 above, an Institutional Parking Management Plan shall include the following:

- (a) *Information specifying the proposed number of students (full-time, part-time, commuter, on-campus, off-campus, and continuing education), faculty and staff (full-time and part-time), patients and visitors being served by the institution and anticipated over the ensuing five-year period.*

As shown below in Table 16, there are currently 6,879 employees (including full-time, part-time, per diem, and non-paid staff) at the Medical Center Campus, UHC Campus and Downtown Burlington offices.

TABLE 16: FLETCHER ALLEN STAFF

Staff Type	Medical Center	UHC	Downtown Burlington ¹
<i>Full-Time</i>			
Day Shift	2,435	448	310
Evening Shift	347	6	10
Night Shift	464	6	5
Unidentified Shift	186	48	2
<i>Subtotal</i>	<i>3,432</i>	<i>508</i>	<i>327</i>
<i>Part-Time</i>			
Day Shift	491	70	14
Evening Shift	106	4	7
Night Shift	101	0	0
Unidentified Shift	38	3	0
<i>Subtotal</i>	<i>736</i>	<i>77</i>	<i>21</i>
Total Employees by Site	4,168	585	348
Per Diem	657		
Non-Paid Staff (volunteers, retired physicians, etc.)	1,121		
Total Medical Center + UHC + Per Diem + Non-Paid Staff	6,879		

Note: (1) Includes 1 Burlington Square, 95 St. Paul Street, Courthouse Plaza, and 128 Lakeside Avenue

The In-Patient Bed Replacement Project described in Section 8.1.15b is the only expansion within the five-year timeframe, and, as noted previously, is not expected to generate additional traffic or parking demand.

(b) *An analysis of the anticipated parking demand by user group, time of day and/or demand by use;*

Since no changes are assumed for the Medical Center Campus or the UHC campus, Table 17 (Medical Center) and Table 18 (UHC) present the peak parking demand estimate for both 2014 and 2019 at each campus. As a healthcare institution, Fletcher Allen has a unique peak-parking situation that does not provide an accurate snapshot of its parking demand. A spike in parking demand occurs between 2:00 PM and 3:30 PM, when day and evening employees overlap during the shift change.

Instead of estimating the peak during the shift change, a secondary peak has been estimated that occurs as the highest number of day shift employees are typically on site and patient visits are at their daily peak. While this is not the spike that occurs between the 2:00 PM and 3:30 PM shift change, it remains a conservative estimate of the parking demand that is more typical of the rest of the day.

The estimated peak parking demand also accounts for fleet vehicles. Based on discussions with the Fletcher Allen Automotive Services department, the majority of the vehicle fleet (discussed below in Section 8.3.3 (c)) do not take up regular parking spaces; they are either parked in a loading dock or they are at other Fletcher Allen sites (not UHC Campus or the Medical Center Campus) during the peak time. It is the policy of the Automotive Services department to park vehicles in areas that will not take up a regular parking space unless absolutely necessary, and then only for a very brief period. To be conservative, approximately half of the fleet vehicles are included in the parking demand estimates presented below. The actual number of parking spaces occupied by fleet vehicles at one time is likely to be closer to ten.

TABLE 17: EXISTING 2014 & 2019 PARKING DEMAND ESTIMATE FOR THE MEDICAL CENTER CAMPUS

User Group	Number in Category	Peak % On-Site ¹	Auto Mode Share ²	Parking Demand (spaces)
Full-Time Employees (day + unidentified shifts)	2,621	94%	67%	1,651
Part-Time Employees (day + unidentified shifts)	529	57%	67%	202
Per Diem & Non-Paid Staff	1,778	33%	67%	393
Daily Out-Patients ³	1,716	16%	90%	247
In-Patients ³	442	100%	15%	66
Daily Visitors ³	354	16%	90%	51
<i>Subtotal</i>				<i>2,610</i>
Fleet Vehicles				25
Surplus Spaces for Turnover ⁴				150
<i>Subtotal</i>				<i>175</i>
Total peak parking demand				2,785
On-site parking supply				2,043
Parking at Intercept Facilities ⁵				831
Total parking supply				2,874
Net Surplus				89

(1) The peak % on site is a best estimate since the Medical Center is open on weekends, unlike UHC. Peak % for out-patients is based on Figure 5 of *Health Care and the University of Vermont*, and is assumed to be the same for visitors. This estimate conservatively assumes that 100% of the physical beds will be occupied by in-patients.

(2) Per 2012 CATMA survey results for Fletcher Allen; "Auto Mode Share" includes "Drive Alone" and "Carpool".

(3) Out-patient data for the Medical Center Campus is based Fletcher Allen records for 2013. The number of in-patients is based on the physical beds rather than the 580 licensed beds, since not every licensed bed will be occupied every day. It is assumed that 80% of the in-patients will have visitors during the day. Auto mode share estimates for these groups are based on day-to-day observations.

(4) Fletcher Allen holds 150 spaces open for turn-over in the ACC garage so that people can easily find a parking space.

(5) As shown in Section 8.1.12a.

TABLE 18: EXISTING 2014 AND 2019 PARKING DEMAND ESTIMATE FOR THE UHC CAMPUS

User Group	Number in Category	Peak % On-Site ¹	Auto Mode Share ²	Parking Demand (spaces)
Full-Time Employees (day + unidentified shifts)	496	92%	67%	306
Part-Time Employees (day + unidentified shifts)	73	72%	67%	35
Per Diem & Non-Paid Staff	81	72%	67%	39
Daily Out-Patients ³	336	60%	90%	181
<i>Subtotal</i>				<i>561</i>
Fleet Vehicles				5
Total peak parking demand				566
On-site parking supply				515
Parking at Intercept Facilities ⁴				110
Total parking supply				625
Net Surplus				59

(1) Peak % on-site for employees is based on CATMA survey results. Peak % of out-patients is based on 2008 Fletcher Allen records.

(2) Per 2012 CATMA survey results for Fletcher Allen; "Auto Mode Share" includes "Drive Alone" and "Carpool".

(3) Out-patient data for UHC Campus is based on Fletcher Allen records for 2013.

(4) As shown in Section 8.1.12a.

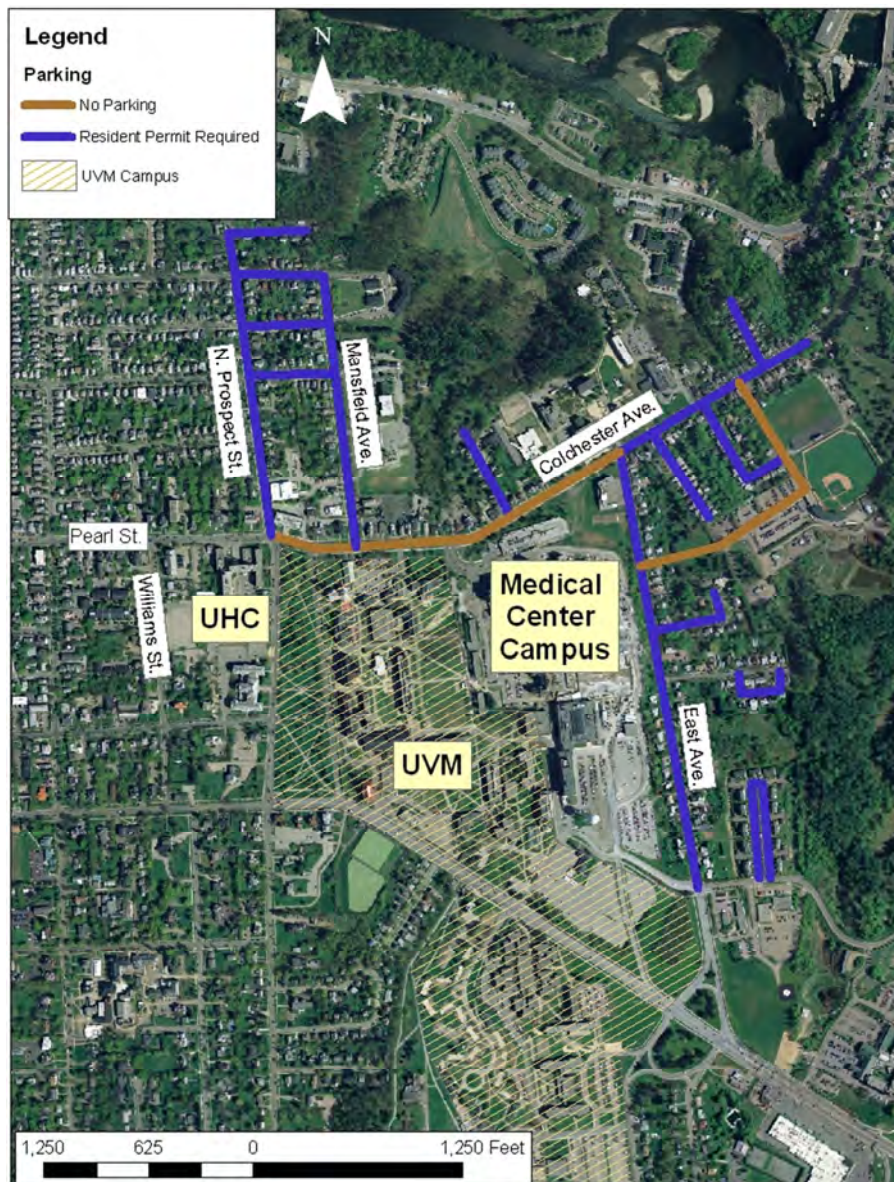
- (c) *Information specifying the number and composition of the institution's vehicle fleet, where these vehicles are regularly kept, and designated "service vehicle-only" parking;*

Fletcher Allen has 56 vehicles in its fleet. By nature of their uses (facilities management, security, transport services, etc.), these service vehicles are constantly changing locations depending on the needs of the Fletcher Allen facilities. The vehicles travel to and from locations in Burlington, South Burlington, Fanny Allen in Colchester, and other sites throughout the day. Of these, 30 are used by the Medical Center Campus or UHC Campus in Burlington and are often parked in designated loading zones. While there is no designated service vehicle parking, 30 spaces are included in the parking demand calculations to estimate spaces that may be taken up by fleet vehicles (25 for Medical Center Campus and 5 at UHC). This estimate is conservative, as it is unlikely that all 30 Medical Center Campus/UHC Campus vehicles would take up parking spaces at the same time during the peak demand times.

- (d) *Programs, policies, or incentives used to reduce or manage the demand for parking which may include but are not limited to:*

1. *Policies which restrict and/or prohibit the bringing of vehicles to the institution for various users or groups of users;*
 - The parking plan aims to reduce parking demand by making alternative modes of transportation more attractive. For example, during peak periods, convenient on-site parking assignments are limited to senior staff, physicians, residents, and those with "Business Needs" or "Medical Needs" permits. Remaining staff is required to park in a satellite lot served by a shuttle or use an alternative transportation mode. Fletcher Allen and CATMA offer incentives to encourage alternatives that are discussed below.
 - The Medical Center Campus is bound by UVM on two sides and by city streets on the other two sides. The map in Figure 6 shows that most of the neighborhoods to the north and east of the Medical Center Campus require a resident parking permit for on street parking. Part of Colchester Avenue and University Road are signed "No Parking." Williams Street to the west of UHC Campus is not signed and does not restrict parking.

FIGURE 6: FAHC ON-STREET PARKING RESTRICTIONS



2. *Programs to encourage the use of public transit, walking and bicycling;*

To encourage the use of alternative transportation modes, Fletcher Allen conducts the following activities:¹⁵

- **Public Transit:** To facilitate bus access, Fletcher Allen widened the intersection and entrance road from Colchester Avenue to accommodate buses and expanded the College Street Shuttle Route to serve Fletcher Allen employees traveling between downtown and the UHC Campus and Medical Center Campus. Since 1995, Fletcher Allen also provides discounted CCTA bus and Lake Champlain Ferry passes for its staff:
 - Local CCTA Service – Fletcher Allen subsidizes 50% of fare

¹⁵ These programs satisfy most of the items in Article 10 of the July 26, 2000 Planning Commission Decision.

- CCTA LINK Express – Fletcher Allen subsidizes 25% of fare
- Lake Champlain Ferry – Fletcher Allen subsidizes 25% of pass
- Payroll deduction is available
- Passes obtained at the Fletcher Allen Security Office
- Monthly and 10-trip passes available
- **Carpooling:** FAHC encourages carpooling through incentives. Registered carpoolers with two or more participants obtain the following:
 - \$0.50 gas coupons for each registered person in a vehicle when they carpool
 - Vehicles with two or more occupants may park on site in the Medical Center South lot.
 - Emergency Ride Home Program with CommuteSmart card
 - CATMA's RidesWork- carpool matching service
 - Monthly drawing for a gift certificate to a downtown Burlington restaurant
 - As of October 2013, Fletcher Allen had 945 Fletcher Allen employees registered with CATMA and/or registered in the Emergency Ride Home program.
- **Bike/Walk:** All Fletcher Allen employees who commute to the Medical Center campus, UHC, or One Burlington Square are eligible to join the CATMA Bike/Walk Reward Program. Participants who commit to walking or biking to and from work at least three days a week can register in the program and receive a \$15 gift card for successful completion of 8 weeks of alternative commuting. Through the end of October 2012, Fletcher Allen employees have received over \$83,000 in gift cards. The Bike/Walk program, along with other TDM measures offered through Fletcher Allen led to their designation as a Bicycle Friendly Employer by the League of American Bicyclists.
- **Commuter Challenge:** Fletcher Allen continues to take part in the annual Way-to-Go Commuter Challenge. For the May 2008 event, Fletcher Allen set a goal to get 350 employees to participate, up from the 191 who registered to participate in 2007. The final number of Fletcher Allen registrants for 2008 was 398, which won Fletcher Allen the First Place award for the largest percent of employees participating in the Major Employer category. In 2009, 418 Fletcher Allen employees participated, which once again won the First Place award for the largest percent of employees participating in the Major Employer Category. In 2010, 359 Fletcher Allen employees participated, and was awarded Honorable Mention in the Major Employer Category. Fletcher Allen once again won First Place for macro employer during the 2012 WTG Challenge, for the second year in a row, with 425 registered employees.

3. *Implementation of a parking permit system to allocate parking throughout the system.*

The Fletcher Allen parking program manages demand for on-site parking through the use of incentives and off-site satellite parking served by shuttles.

Key elements of the Fletcher Allen parking policy are as follows:

- All Fletcher Allen staff and affiliates who wish to park their vehicles in a Fletcher Allen controlled parking lot must register their vehicles with the Security Department at the Medical Center Campus.
- All vehicles parked at the Medical Center Campus or in any Medical Center Campus satellite lot must display a current Fletcher Allen parking permit.

- Vehicles must be parked only in the lot designated by the permit.
 - One permit may be issued per person. Only the registered employee may park in their assigned lot; permits may not be loaned.
 - A limited number of “Business Needs” permits are available to staff who use their personal vehicles to frequently come and go from the Medical Center Campus for business reasons. The number of Business Needs permits issued varies based on parking space availability at the Medical Center Campus.
 - Affiliates are only allowed to park in the lot while they are working or on official Fletcher Allen business. Parking in the lot to attend school or other non-work related functions is not permitted.
- (e) *Implementation of a monitoring, compliance and enforcement system to measure and ensure compliance with the plan.*
- Fletcher Allen Security issues a \$10 fine for each violation of the parking regulations.
 - Repeat offenders will have their car towed at their expense. If necessary, a listing of the violations will be forwarded to their immediate supervisor for corrective action and will serve as documentation for the next annual performance appraisal. Future parking in Fletcher Allen parking lots may be denied.
 - People who violate the carpool program rules will get a 30-day suspension from the carpool privileges and incentives for their first violation. A second violation will result in complete revocation of carpool privileges and incentives.

SEC. 8.3.4 REVIEW AND APPROVAL OF INSTITUTIONAL PARKING MANAGEMENT PLANS

Section is hereby acknowledged.

SEC. 8.3.5 REVIEW AND APPROVAL OF APPLICATIONS FOR FUTURE DEVELOPMENT

Section is hereby acknowledged.

3.4 | ADDITIONAL SUPPORTING INFORMATION

SUMMARY OF OTHER FAHC-LEASED FACILITIES IN BURLINGTON

Summary of Burlington properties other than the Medical Center Campus and the UHC Campus.

Burlington Satellite Summary			
Location	Occupancy	Property Type	GSF
128 Lakeside Ave	Medical and Administrative Offices	Leased	8,257
184 Pearl St	Residential Care	Leased	3,500
199 Main St	Administrative Offices	Leased	5,300
Sheraton Hotel	Medical Sleep Center	Leased	1,500
95 St Paul St, Suite 220	Administrative Office	Leased	4,659
94 College St	Administrative Office/Data Center	Leased	43,530
<i>Total GSF</i>			<i>64,418</i>

4.0 UNIVERSITY OF VERMONT (UVM)

This Article of the Burlington Comprehensive Development Ordinance establishes the requirements for off-site parking throughout the city. It also includes parking for bicycles and requirements for institutional parking management plans.

This chapter of the Joint Institutional Parking Management Plan (JIPMP) focuses on the Main Campus of the University of Vermont (UVM) in Burlington. The South Campus (primarily agricultural UVM properties in South Burlington), Colchester Research Campus, and Fort Ethan Allen are not included in this plan. The University Health Center (UHC) on the corner of Pearl and South Prospect Streets is leased to Fletcher Allen Health Care (FAHC), and is addressed in FAHC's chapter of the JIPMP.

Italicized text represents language quoted directly from the Ordinance.

4.1 | GENERAL REQUIREMENTS

SEC. 8.1.1 PURPOSE

Section is hereby acknowledged.

SEC. 8.1.2 APPLICABILITY

Section is hereby acknowledged.

SEC. 8.1.3 PARKING DISTRICTS

UVM is located in a Shared Use Parking District.

SEC. 8.1.4 EXISTING STRUCTURES

Table 19 presents an inventory of existing buildings. This inventory does not include sites that UVM ground-leases to third parties, such as Redstone Lofts, Redstone Student Apartments, and Centennial Court Faculty/Staff Apartments.

The total area of UVM buildings includes approximately 350,000 more square feet than in the 2009-2014 plan, including about 250,000 square feet of academic research building area shared with Fletcher Allen Health Care.

TABLE 19: UVM CAMPUS BUILDING INVENTORY

Accessory Buildings	Total Building Count	Primary Building Usage	Gross Square Feet
0	3	MIXED USES: Academic/Admin/Student Support	243,008
7	69	ACADEMIC/RESEARCH ¹	1,830,130
0	7	FAHC/UVM ACADEMIC RESEARCH	253,454
9	28	ADMINISTRATION	474,101
8	15	ATHLETICS	411,714
		RESIDENTIAL ²	
0	3	RES Academic	110,914
0	3	RES Dining ³	152,176
1	7	RES Central Campus	161,306
1	17	RES Redstone Campus	417,963
0	12	RES Trinity Campus	147,174
0	11	RES University Heights Campus	591,117
		<i>RESIDENTIAL TOTAL</i>	<i>1,580,650</i>
2	18	STUDENT SUPPORT	495,166
28	193	Grand Total	5,288,223

Notes: (1) Includes Rubenstein Laboratory located at the Burlington waterfront (14,507 GSF)

(2) This does not include Redstone Apartments, Redstone Lofts, or Centennial Court Apartments, which are owned and managed by private entities.

(3) Residential dining facilities are located in three buildings south of Main Street; University Heights houses two (81,090 GSF) and Redstone Campus houses one (71,086 GSF).

SEC. 8.1.5 EXISTING STRUCTURES – CHANGE OR EXPANSION OF USE

The parking requirements for all planned projects are addressed in Section 8.1.8.

The previous 5-year Plan (2009-2014) identified nine administration/academic and residential projects that were anticipated to be completed in the this timeframe. These projects and their current status are shown in Table 20.

TABLE 20: STATUS OF PREVIOUSLY IDENTIFIED UVM PROJECTS

Building Project	Completed?		Notes
	Yes	No	
Engineering Quad		X	Now known as the Science Technology Engineering and Mathematics (STEM) Initiative; carried forward to 2014-2019 JIPMP
Library Expansion		X	Not under consideration in this 5-year Plan
Jeffords Hall/Plant Sciences	X		Summer 2010
Aiken Center	X		Fall 2011
On-Campus Housing	X		Redstone Lofts Fall 2012; McAuley Hall converted to student housing Fall 2009
Campus Life: Center for Health and Wellbeing		X	Considering consolidation options within an existing structure
Campus Life: Fitness Center		X	Project has evolved and is now known as the Athletic Recreation Center; carried forward to current 5-year Plan
Campus Life: Multi-Purpose Event Center (2,000 seats)		X	Now known as the Multi-Purpose Event Center; carried forward to current 5-year Plan
Campus Life: Aquatic Center		X	Not under consideration in this 5-year Plan

In the past five years, three of the previously identified potential projects were completed. The Plant Sciences building, now known as James M. Jeffords Hall, was completed in 2010, adding approximately 100,000 square feet of academic space to campus. This building was built on previously developed land and added pervious surface back to campus. The long-planned “Greening of Aiken” project, which renovated the existing home of the Rubenstein School for Environmental Studies and added a solarium, Living Machine, and green roof system, was completed in 2011. The 403-bed Redstone Lofts project (On-Campus Housing) was completed in 2012. This project was developed and is owned and managed by Redstone Commercial Group through a long-term ground lease with UVM. As noted elsewhere, parking for this project is not included in this document, however it should be noted that due to the success of CATMA and UVM’s Transportation Demand Management programs, Redstone was able to obtain a waiver to build only half the required parking under the City ordinance.

Other projects on the previously identified project list have been carried forward in this five year update, including the STEM Initiative, which is currently in design; the Campus Life: Fitness Center, now known as the Athletic Recreation Center; and the Campus Life: Multi-Purpose Event Center.

UVM is now exploring consolidation options for the Campus Life: Center for Health and Wellbeing Project. The Campus Life: Aquatic Center and Library Expansion projects are not expected to move forward within the next five years.

SEC. 8.1.6 EXISTING STRUCTURES – EXEMPTION IN DOWNTOWN DISTRICT

Section does not apply.

SEC. 8.1.7 NON-CONFORMING RESIDENTIAL STRUCTURE

Section does not apply.

SEC. 8.1.8 MINIMUM OFF-STREET PARKING REQUIREMENTS

Table 21 summarizes projects that may be built by 2019; because many elements of these planned projects are currently undefined, approximate square footages and associated employment were estimated based on a number of assumptions.¹⁶ This is a conservative estimate, as it includes all projects that could potentially be constructed within the 2019 timeframe; in reality, it is likely that not all projects will be developed or pursued by then. The new facilities Gross Square Footage (GSF) estimated for these projects were added to the existing campus facilities described in Section 8.1.4 to calculate minimum parking requirements per the Ordinance.

TABLE 21: UVM PLANNED PROJECTS 2014-2019

Building Project	Primary Use	Change in GSF	Change in # of Beds	Change in # Parking Spaces
Multi-Purpose Event Center ¹	Athletic	200,000	0	0
STEM ²	Administrative/Academic	100,000	0	0
Kalkin Addition	Administrative/Academic	21,750	0	0
61 Summit Street ³	Administrative/Academic	5,300	0	16
UVM Rescue Building	Administrative/Academic	3,400	0	-38
Billings ⁴	Administrative/Academic	0	0	0
Housing Master Plan – Phase I ⁵	Residential	250,000	up to 730	0
Athletic Recreation Center	Athletic	58,000	0	0
Virtue Field Outdoor Seating ⁶	Athletic	6,165	0	0
Total New GSF		656,615	730	-22
Demolition Project	Primary Use			
Angell Hall ²	Administrative/Academic	-11,079	0	0
Housing Master Plan – Phase II ⁵	Residential	-77,936	-391	0
Total Demolished GSF		-89,015	-391	0
Net Change GSF		555,600	339	-22

- Notes: (1) Assumes new 6,500 to 7,500-seat facility.
(2) Total STEM project will include the renovation of Cook and Votey Buildings, the demolition of Angell Lecture Center, and the addition of a new 100,000 square-foot facility.
(3) Additional square footage in new pavilion addition; renovation of existing building will not add new space.
(4) Renovation; does not include any new additional space.
(5) Approximate square footage for new housing south of Main Street near Harris-Millis and Marsh-Austin-Tupper Residence Halls; assume that Chittenden, Buckham, and Wills Residence Halls (up to 391 beds) will be demolished within five years, with replacement occurring more than five years in the future.
(6) Includes the following accessory buildings: bathrooms, lockers, and a concession stand.

In the next five years, UVM expects a number of new projects with minimal changes to the parking inventory. These projects include ones that carried over from the last five-year projection: the Multi-Purpose Event Center, STEM Initiative, and the Athletic Recreation Center. In addition to these projects, UVM has several projects currently in design, including the Kalkin Addition, 61 Summit Street, and the Rescue Building. The Virtue Field Outdoor Seating has obtained a municipal permit. Billings, the Athletic Recreation Center, and the Housing Master Plan – Phase I project are also expected in the next five years.

¹⁶ Planned projects are not assumed to generate any new employment.

In addition to the building projects, UVM will be finalizing the Student and Faculty/Staff Housing Master Plan and updating the 2006 Campus Master Plan. This Campus Master Plan update is intended to be complete in 2016.

The required campus parking can be calculated using two approaches: 1) using the University's gross floor area (GFA) applied to Table 8.1.8-1's Post-Secondary School category; or 2) using a composite of the GFA of non-dormitory buildings (applied to Table 8.1.8-1's Post-Secondary School category), the number of beds or apartment units (applied to Table 8.1.8-1's Residential Use category), and the number of seats for the Multi-Purpose Event Center (applied to Table 8.1.8-1's Recreational Facility). Table 22 provides the minimum parking requirements for the campus in 2013 and 2019 (existing campus facilities + planned projects) using these two approaches.

The composite approach presented in Table 22 accounts for the change in seating associated with the Gutterson Field House and the proposed Multi-Purpose Event Center. The Multi-Purpose Event Center will become the primary home of UVM's ice hockey and basketball programs, as well as a venue for major ceremonial events, speakers, concerts, entertainment, other large gatherings, and recreational activity.

The current capacity at Gutterson is 4,500 seats and the capacity of the new Multi-Purpose Event Center will be between 6,500 and 7,500 seats. This increase in seating is reflected in Table 21. It is not anticipated that two major events would take place simultaneously in both the new Multi-Purpose Event Center and Gutterson and there will be sufficient time between major events to allow for transition traffic/parking management. A likely scenario would include a hockey game in the Multi-Purpose Event Center and recreation or varsity practice in Gutterson. Based on the projected event scenarios and seating capacities it is projected that there will be no significant impact to parking or traffic patterns in the vicinity of the complex. Parking for special events, which often occur during off-peak hours, is managed by UVM Transportation and Parking Services using special operating procedures.

TABLE 22: UVM MINIMUM EXISTING AND 2019 OFF-STREET PARKING REQUIREMENTS

Existing Campus – Fall 2013		Parking Requirement
GFA Approach (2 spaces/1,000 sq ft), GFA = 5,288,223 sq ft		10,576
Composite Approach	Dormitory Beds (1 space/2 beds) = 5,328	2,664
	Non-Residential GFA = 3,569,444 sq ft ¹	7,139
	Recreational Facility Seats (1 space/4 seats) = 4,500 ²	1,125
	<i>Total</i>	10,928

Planned 2019 Campus		Parking Requirement
GFA Approach (2 spaces/1,000 sq ft), GFA = 5,952,888 sq ft		11,866
Composite Approach	Dormitory Beds (1 space/2 beds) = 5,669	2,835
	Non-Residential GFA = 3,984,109 sq ft	7,928
	Recreational Facility Seats (1 space/4 seats) = 7,500 ³	1,875
	<i>Total</i>	12,638

Notes: The parking requirements stated in this table are per the Ordinance and do not reflect actual parking demand or UVM’s successes in reducing campus-wide parking needs. See Table 25 and Table 26 for further detail.
 (1) Patrick Gymnasium is included in the square footage. Gutterson Field House is not included as its parking requirement is based on the number of seats.
 (2) Number of seats provided in Gutterson Field House.
 (3) Anticipated maximum capacity of Multi-Purpose Event Center. Large event parking needs will likely continue to be accommodated through off-site parking and shuttling, which is not accounted for in the expected parking supply.

SEC. 8.1.9 MAXIMUM PARKING SPACES

The UVM parking inventory of 5,354 spaces, noted below in Section 8.1.12 (a), does not approach the maximum number of parking spaces.

SEC. 8.1.10 OFF-STREET LOADING REQUIREMENTS

These requirements will be taken into account during the planning and design of individual projects.

SEC. 8.1.11 PARKING DIMENSIONAL REQUIREMENTS

These requirements will be taken into account during the planning and design of individual projects.

SEC. 8.1.12 LIMITATIONS, LOCATION, USE OF FACILITIES

(a) Off-site Parking Facilities

UVM has an inventory of 5,351 parking spaces as reported in the CATMA 2014 Annual Report. There has been a 35 percent increase in surplus parking spaces on campus during peak times in the past couple of years. The vast majority of this surplus is within the Athletic Campus and is, to a large extent, attributable to the successful implementation of transportation demand management (TDM) strategies. This has enabled UVM to further expand annual parking lot leases with other Joint Institutions, namely FAHC.

For the purposes of parking management, parking is divided into Main (central), Proximate, and Peripheral areas, which are designated by color and are discussed further in Section 8.3.3.

UVM currently leases 761 spaces to FAHC at the following parking facilities:

- Catamount East: 285 spaces
- Centennial: 200 spaces
- Gutterson: 176 spaces
- Jeffords East: 100 spaces

(b) Downtown Street-level Setback

Does not apply to Shared Use District.

(c) Front Yard Parking Restricted

Section is hereby acknowledged.

(d) Shared Parking in Neighborhood Parking Districts

Does not apply to Shared Use District.

(e) Single-story Structures in Shared Use Districts

Section is hereby acknowledged.

(f) Joint Use of Facilities

There is potential for overestimating the number of required parking spaces given the use categories provided in Table 8.1.8-1 of the Ordinance. There is a Special Residential Use for Dormitories as well as a Non-Residential Use for Post-Secondary Schools. The square footage of dining halls and student centers are enumerated within this latter category. However, these uses are heavily patronized by residential students who walk to the building and do not generate a demand for parking, and whose parking demand has already been accounted for (under Special Residential Use for Dormitories).

To avoid the task of determining which campus functions might be considered residential and which are non-residential, we have kept the composite approach of the analysis in Section 8.1.8 strictly to dormitory and non-dormitory buildings. This conservative approach likely overestimates the number of required parking spaces.

(g) Availability of Facilities

Section is hereby acknowledged.

(h) Compact Car Parking

This section will be taken into account during the planning and design of individual projects.

SEC. 8.1.13 PARKING FOR DISABLED PERSONS

These requirements will be taken into account during the planning and design of individual projects.

SEC. 8.1.14 STACKED AND TANDEM PARKING RESTRICTIONS

UVM does not anticipate using such facilities.

SEC. 8.1.15 WAIVERS FROM PARKING REQUIREMENTS/PARKING MANAGEMENT PLANS

A Parking Management Plan shall include, but not be limited to:

- (a) *A calculation of the parking spaces required pursuant to Table 8.1.8-1:*

See Section 8.1.8.

- (b) *A narrative that outlines how the proposed parking management plan addresses the specific needs of the proposed development, and more effectively satisfies the intent of this Article and the goals of the Municipal Development Plan.*

Addressing Parking Needs

As shown in Table 21 (Section 8.1.8), the biggest impact on parking is expected to occur with the UVM Rescue Building. This project would result in a net loss of up to 38 parking spaces, which can be absorbed by excess capacity at the Gutterson Garage, which is typically about 150-200 spaces under capacity during peak class times, and is served by a CATS shuttle to access core campus.

The remaining projects listed in Table 21 are not expected to have a substantial impact to parking.

To address general campus parking needs, UVM will maintain its parking management program as well as continue to work with CATMA to provide attractive transportation options.

Comprehensive Development Ordinance: Article 8 – Parking

Article 8 of the Ordinance states that its purpose is to ensure that there is adequate parking to serve the property. The demand estimated in Section 8.3.3b is lower than the Ordinance parking requirements and there is excess capacity at facilities such as Gutterson Garage. Therefore, the planned parking inventory and TDM strategies are expected to mitigate future parking demand.

Finally, Article 8 encourages strategies to reduce traffic congestion and encourage the use of transportation alternatives. UVM's longstanding relationship with CATMA shows its commitment to reducing traffic congestion and encouraging use of alternatives.

Municipal Development Plan: Chapter V – Transportation System Plan

A key part of the Municipal Development Plan's (MDP) vision and the BTV Plan is for Burlington to consider land use and transportation decisions together.¹⁷ The implementation of a pedestrian campus is a key vision and one of the primary goals of the 2006 Campus Master Plan¹⁸. A range of interrelated initiatives are proposed to accomplish this goal. These include multi-modal pathway networks to reinforce the north-south circulation spine of the campus, design enhancements and amenities for pedestrian and bicycle travel, further improvements to the successful Campus Area Transportation System (CATS) shuttle service, and an emphasis on serving the bulk majority of the parking in peripheral lots located at the perimeter of the campus.

The MDP emphasizes using “technology to improve service and coordination,” “focus on the consumer,” and “enhance design of transit facilities.” UVM hosts a CarShare Vermont pod in the heart of campus (Morrill Hall) and a vehicle at the Redstone Lofts. It offers subsidized memberships to full-time students, faculty, and staff at UVM to encourage the use of CarShare Vermont and to better serve its constituents.

¹⁷ Moving Forward Together, Transportation Plan for the City of Burlington, March 2011.

¹⁸ 2006 UVM Campus Master Plan, page 82.

Carsharing complements other modes as it encourages people to commute via an alternative while having a private vehicle at their disposal during the day. UVM expects that carsharing will continue to have a significant impact on the University's transportation system.

(c) *An analysis of the anticipated parking demand for the proposed development. Such an analysis shall include, but is not limited to:*

1. *Information specifying the proposed number of employees, customers, visitors, clients, shifts, and deliveries;*

See Section 8.3.3a.

2. *Anticipated parking demand by time of day and/or demand by use;*

See Section 8.3.3b.

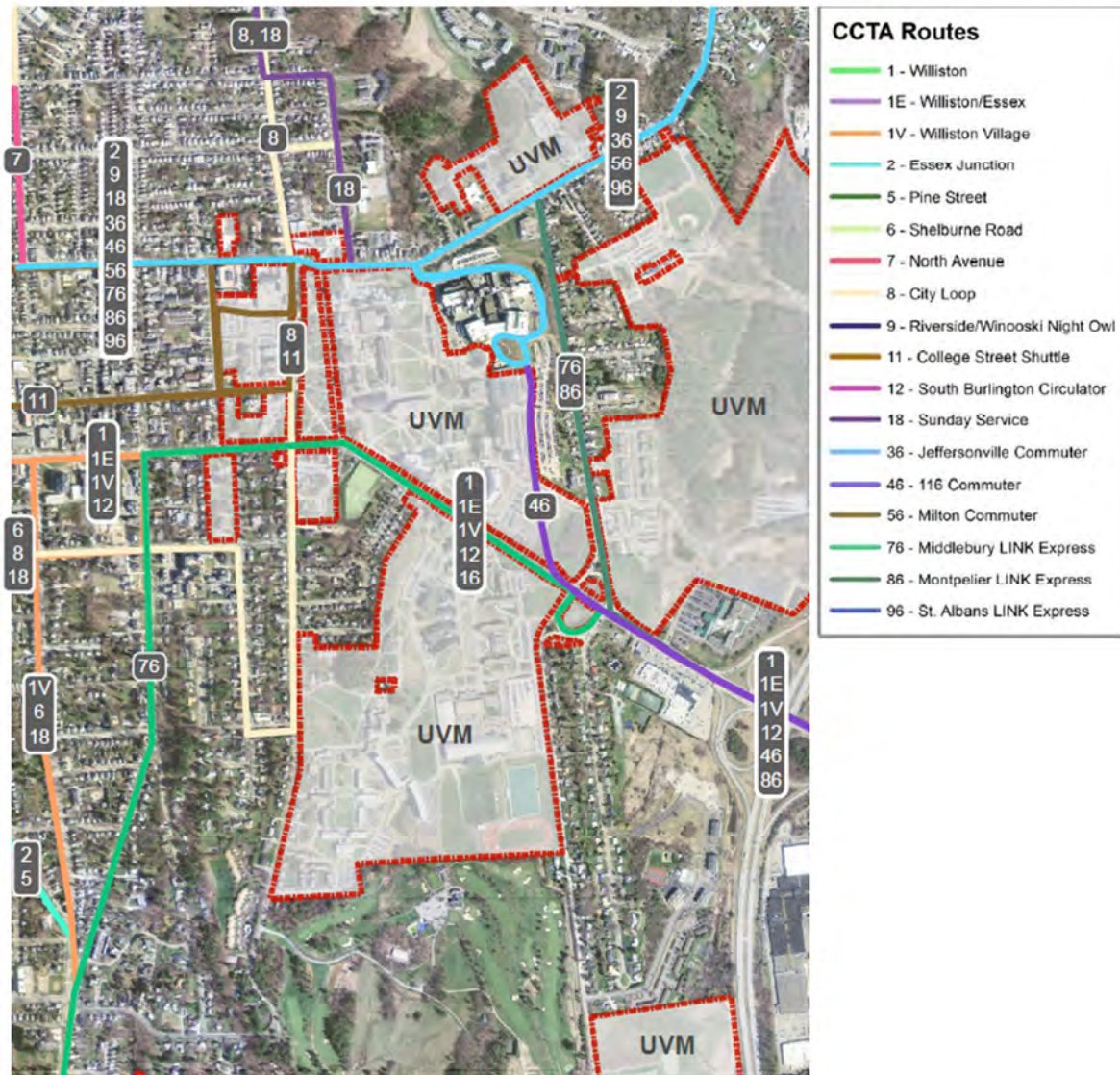
3. *Anticipated parking utilizing shared spaces or dual use based on a shared parking analysis utilizing current industry publications;*

Does not apply.

4. *Availability and frequency of public transit service within a distance of 800-feet.*

UVM is served by the following CCTA routes, shown graphically in Figure 7Figure 1. The routes generally travel east/west along Pearl Street/Colchester Avenue and Main Street (US 2). Only one route travels north/south in the vicinity of UVM, Route 8 – City Loop, which travels on Prospect Street.

FIGURE 7: CCTA TRANSIT ROUTES WITHIN 800 FEET OF UVM CAMPUS



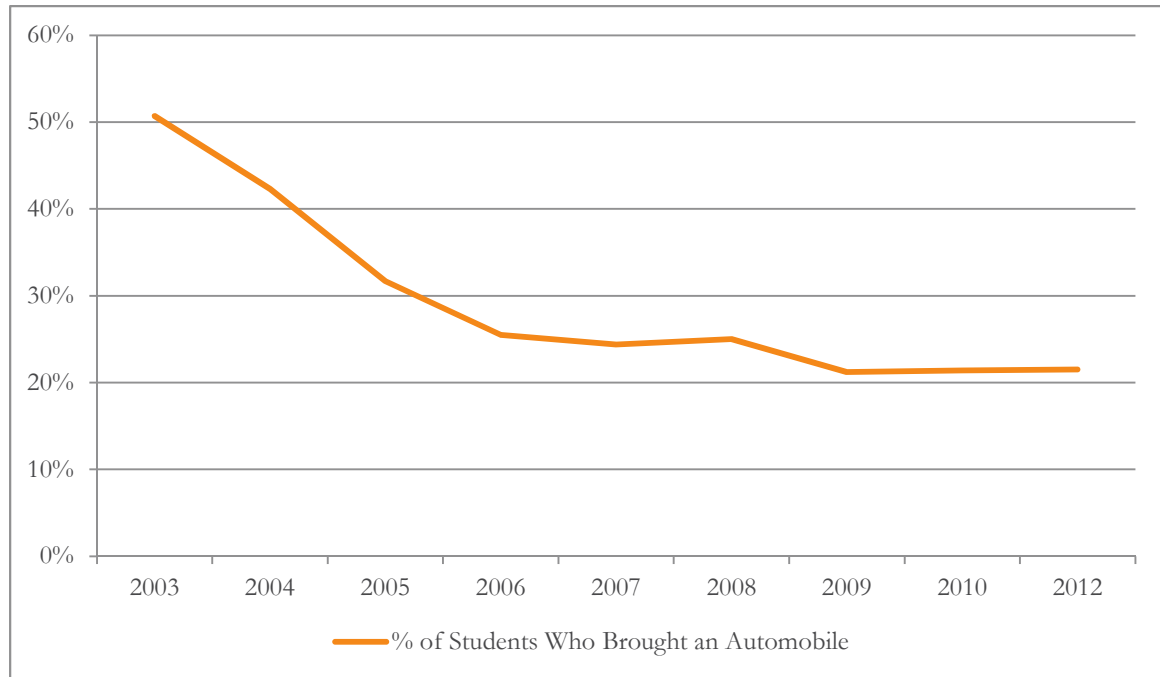
In addition, the CATS transportation system provides safe and convenient shuttle service to the UVM community (students, staff and visitors). The goal of the service is to support alternatives to driving, and to help reduce the number of vehicles traveling on city streets and parking in lots on campus. CATS buses are run by either diesel or compressed natural gas (CNG). The CATS system is handicap accessible.

CATS buses shuttle UVM affiliates between the Central Campus, the Redstone Campus, Athletic Campus, and the Trinity Campus. Buses typically operate every ten to 15 minutes on weekdays, with evening service operating every 30 minutes. One off-campus route connects UVM affiliates with downtown Burlington (via S. Winooski Avenue) on evenings every 30 minutes on weekdays and every 15 minutes on weekends. CATS shuttle routes are shown on Figure 9.

5. *A reduction in vehicle ownership in connection with housing occupancy, ownership, or type;*

CATMA survey results indicate that the percentage of residential UVM students that bring a car to Burlington has decreased dramatically in the past ten years: 50.7 percent of residents brought a car in 2003, while only 21.5 percent did so in 2012.¹⁹

TABLE 23: UVM RESIDENTIAL STUDENTS WITH AUTOMOBILES



Through CATMA, a CarShare Vermont pod has been located on the UVM campus at Morrill Hall. The non-profit carsharing organization launched in December 2008, and two vehicles are located in this pod. An additional vehicle is located at the Redstone Lofts.

(d) *Such a plan shall identify strategies that the applicant will use to reduce or manage the demand for parking into the future, which may include but are not limited to:*

Strategies	UVM Availability
Parking management program	Yes
Membership in a Transportation Management Association	Yes, CATMA
Telecommuting program	No formal program; availability in certain departments
Car-share program	Yes, CarShare Vermont
Off-site parking/shuttles	Yes
Public transit subsidies for employees	Yes

¹⁹ CATMA Annual Student Transportation Survey, Spring 2012.

4.2 | BICYCLE PARKING

UVM supports bicycle travel in several ways, including:

- Eligibility to participate in the CATMA Bike/Walk Rewards Program;
- Investing in local and regional bicycle networks;
- BikeShare, a student-run bicycle sharing program;
- Student Bicycle Users Group (BUG), a student-run bicycle advocacy group;
- Bicycle Advisory Group, a faculty/staff/student advisory and stakeholders group;
- Bicycle Education Center, which provides maintenance and education;
- Participation in on-site bicycle educational workshops coordinated by CATMA in partnership with LocalMotion;
- Access to shower facilities on campus;
- Access to bicycle parking in the form of racks, including some limited covered racks and indoor bicycle storage; and
- Addition of bicycle parking as needed

4.3 | INSTITUTIONAL PARKING PLANS

SEC. 8.3.1 INTENT

Section is hereby acknowledged.

SEC. 8.3.2 APPLICABILITY

Section is hereby acknowledged.

SEC. 8.3.3 INSTITUTIONAL PARKING MANAGEMENT PLANS

In addition to the requirements of Sec. 8.1.15 above, an Institutional Parking Management Plan shall include the following:

- (a) *Information specifying the proposed number of students (full-time, part-time, commuter, on-campus, off-campus, and continuing education), faculty and staff (full-time and part-time), patients and visitors being served by the institution and anticipated over the ensuing five-year period.*

Between 2013 and 2019, the number of students is projected to increase from approximately 11,780 to 12,050. A portion of this growth is expected to be in on-line and distance education. Faculty/staff are projected to remain unchanged at 3,917 (see Table 24). The projected 2019 On-Campus Housing Capacity is 5,669 beds in Burlington.²⁰

²⁰ Not including capacity at Redstone Lofts, Redstone Student Apartments, or Centennial Court Faculty/Staff Apartments.

TABLE 24: 2019 UVM CAMPUS CONSTITUENCY PROJECTIONS

Constituency	2013	2019 Projection
Undergraduates	9,970	10,065
Graduates (including Certificates)	1,357	1,524
Medical Students	454	454
<i>Total Students</i>	11,781	12,043
Full-time Staff	2,205	2,205
Part-time Staff	168	168
Full-time Faculty	1,241	1,241
Part-time Faculty	303	303
<i>Total Faculty/ Staff</i>	3,917	3,917

(b) *An analysis of the anticipated parking demand by user group, time of day and/ or demand by use;*

Table 25 and Table 26 present actual and estimates of the peak parking demand for 2013 and 2019, respectively. Under 2013 conditions, UVM has a surplus of approximately 804 spaces, in addition to the 761 spaces it currently leases to FAHC. In 2019, the surplus is estimated at 748 spaces, which accounts for spaces displaced by specific building projects as identified in Table 21. This surplus assumes the continued lease of 761 spaces to FAHC.

TABLE 25: EXISTING (2013) UVM PEAK PARKING DEMAND BY USER GROUP

User Group	Number in Category	Peak % on Campus ¹	Auto Ownership/ Mode Share ²	Parking Demand (spaces)
Residents long-term vehicle storage ³	3,822	100%	21.5%	822
Commuters outside 0.5 miles of campus	2,627	20%	48.8%	256
Commuters within 0.5 miles of campus	2,839	100%	3.75%	106
			<i>Subtotal</i>	<i>1,184</i>
Full-time faculty/staff	3,446	93%	59.6%	1,910
Part-time faculty/staff	471	81%	59.6%	227
			<i>Subtotal</i>	<i>2,137</i>
			Visitors	218
			UVM Fleet Vehicles	250
			<i>Subtotal</i>	<i>468</i>
			Total peak parking demand	3,789
			Off-street parking supply ⁴	4,593
			Net surplus	804

Notes: The peak hour is assumed to occur on weekdays between 12:00pm and 1:00pm.

(1) Per 2012 Biennial CATMA Transportation Survey responses.

(2) Per CATMA survey data; "Auto Mode Share includes "Drive Alone" and one-half of the "Carpool" modes shares.

(3) Freshmen are prohibited from bringing a car to campus; therefore, 'Resident vehicles' assumes that 25% of undergraduates are freshmen and will not contribute to parking demand.

(4) See the table on pages UVM:2 – UVM:6 in the 2013 JIPMP Annual Update for a detailed inventory of existing parking spaces. UVM has a total inventory of 5,354 spaces, 761 of which are leased to FAHC.

TABLE 26: 2019 ESTIMATED UVM PEAK PARKING DEMAND BY USER GROUP

User Group	Number in Category	Peak % on Campus	Auto Ownership/ Mode Share	Parking Demand (spaces)
Residents long-term vehicle storage	3,939	100%	21.5%	847
Commuters outside 0.5 miles of campus	2,686	20%	48.8%	262
Commuters within 0.5 miles of campus	2,902	100%	3.75%	109
<i>Subtotal</i>				<i>1,218</i>
Full-time faculty/staff	3,446	93%	59.6%	1,910
Part-time faculty/staff	471	81%	59.6%	227
<i>Subtotal</i>				<i>2,137</i>
Visitors				218
UVM Fleet Vehicles				250
<i>Subtotal</i>				<i>468</i>
Total peak parking demand				3,823
Off-street parking supply				4,571
Net surplus				748

Note: The peak hour is assumed to occur on weekdays between 12:00pm and 1:00pm.

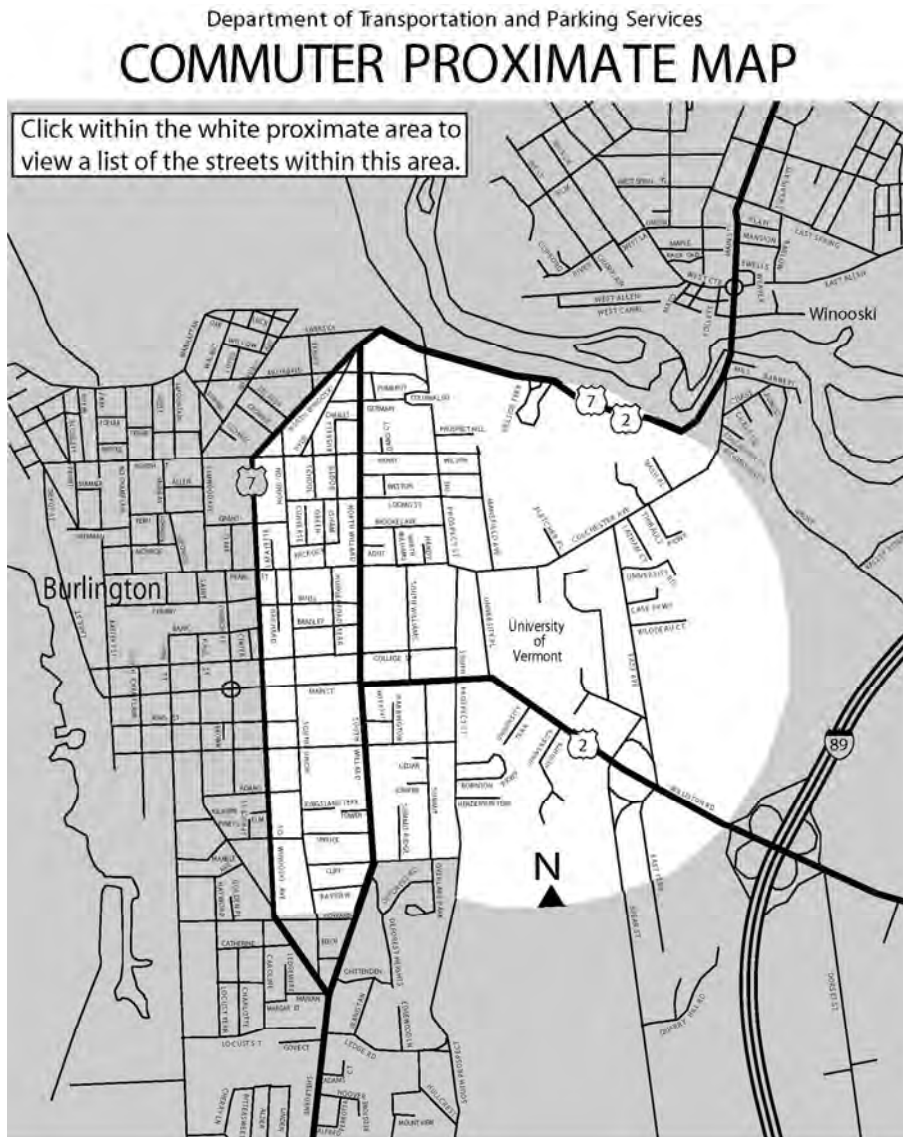
- (c) *Information specifying the number and composition of the institution's vehicle fleet, where these vehicles are regularly kept, and designated "service vehicle-only" parking:*

UVM owns or leases a total of 250 vehicles. Service vehicle spaces are not reserved. Most UVM service vehicles (identified with parking stickers) are kept at their respective department location, and temporary business use placards are provided for service/vendor vehicles as needed during day.

- (d) *Programs, policies, or incentives used to reduce or manage the demand for parking which may include but are not limited to:*

1. *Policies which restrict and/or prohibit the bringing of vehicles to the institution for various users or groups of users;*
 - Parking permits are priced to regulate demand in core areas. Permits in core areas are twice as expensive as permits in outer areas. Off-site permits are free.
 - Only faculty/staff can park in core areas during the daytime.
 - Spaces in core areas are assigned based on seniority.
 - First-year residential students are generally prohibited from bringing a car to campus (though some exceptions are allowed). Residential students in general are discouraged from bringing a car to campus through permit pricing: residential parking permits are roughly three times more expensive than commuter student permits.
 - Students who live within a specified distance of campus are ineligible for daytime campus parking, as shown in Figure 8.

FIGURE 8: UVM PARKING ELIGIBILITY MAP

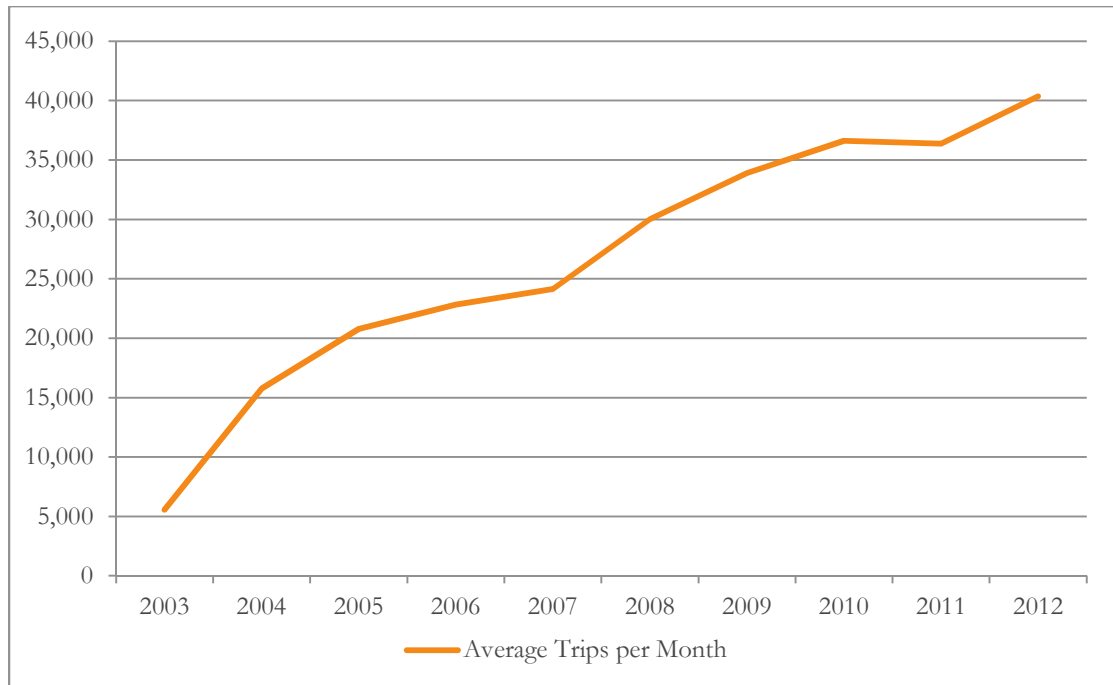


2. *Programs to encourage the use of public transit, walking and bicycling:*

To encourage the use of alternative transportation modes, UVM will continue:

- to regulate parking through its parking program;
- to use CATMA's menu of programs and services, including
 - Subsidizing CCTA services through CATMA's unlimited access program to allow University affiliates free access to transit with their UVM identification. Annual ridership in this program attributed to UVM affiliates is provided in Table 27. Ridership has been increasing annually since 2003, when the program was initiated, and in 2012 surpassed 40,000 average trips per month

TABLE 27: UVM UNLIMITED ACCESS RIDERSHIP



Note: CATMA Express Shuttle ceased operations in 2009; trip count is for CCTA local and LINK routes only.

- As of December 2013, there are 48 permitted UVM carpools with 135 participants. There are 142 UVM employees registered as carpoolers with CATMA. Incentives to carpool include the Emergency Ride Home Program, free parking permits for carpools (the more participants a carpool has, the higher value the parking permit is), and participation in CATMA’s Rideswork carpool matching service.
- There are about 547 UVM employees registered in the CATMA Bike/Walk Reward Program; individuals who commit to walking or biking to and from campus at least three days a week are eligible for a \$15 gift card to downtown Burlington businesses.
- Individuals registered with CATMA who commute using an alternative transportation mode at least two days each week can obtain a CommuteSmart card to get a free taxi ride for the Emergency Ride Home Program. Registered participants are included in monthly drawings for local restaurant gift certificates.
- to operate the CATS shuttle system to improve circulation within the campus and serve peripheral parking areas;
- to further the UVM bikeway network and management; and
- to include outlets for small electric vehicles on campus.

The 2006 UVM Campus Master Plan outlines strategies to develop a pedestrian campus and manage parking, as shown in this excerpt:

This is the long term vision for the University’s parking system and realization of a pedestrian campus. The University will continue to explore innovative approaches and solutions to effectively address the needs for campus parking while relocating parking from the core campus to the periphery and/ or off-campus.

Future parking spaces that will need to be retained within the campus core will be accommodated in structured parking and limited smaller surface lots, where possible and appropriate. Co-locating service spaces is desirable to reduce future spaces, while visitor and handicapped parking will be retained in the core parking areas. The overall intention will be to move the parking spaces removed from each District into the peripheral parking area nearest to that District.

In order to achieve the goal of a pedestrian campus and accommodate the future parking, the University needs to consider the following potential strategies:

- *Decreasing core parking numbers in applicable districts through the following methods:*
 - *revisiting student parking policy and numbers by district;*
 - *adding in new parking in small scale lots where possible or appropriate within the district or at the edge of the district;*
 - *placing the shortfall in peripheral lots; and/or*
 - *reconsidering visitor/ service handicapped parking locations and numbers.*
 - *The University will continue to use and expand as intensively as possible Transportation Demand Management (TDM) approaches.*
 - *The University will need to further develop and expand the peripheral lots. This is the critical core element of the future parking distribution and location strategy. The future shuttle system routes will need to be modified to serve the peripheral lots.*
 - *Work with the appropriate local, state and regional entities to continue to use and further develop the regional intercept lots similar to what is currently occurring at the Lakeside facility (Gilbane). Regional transit in the long term should serve these lots and the University in a coordinated manner.*
 - *Further develop faculty staff housing (through public/private partnerships) close to campus so that these residents can walk/ bike/ shuttle to their workplace, thus reducing parking demand on campus.*
 - *Address how to best manage student parking to include:*
 - *identify which students are allowed to have cars;*
 - *consideration of long term car storage options; and*
 - *placement of student cars in peripheral lots.*
 - *It is also important to note that as the University expands into external campuses or leased spaces elsewhere in the Greater Burlington area or regionally, parking demand on Main Campus may be consequently reduced.²¹*
3. *Implementation of a parking permit system to allocate parking throughout the system.*

UVM's parking program regulates parking demand through market pricing: inner core area parking requires the most expensive permit, while off-site parking is free. As shown in Figure 9, there are ten parking zones.

²¹ 2006 UVM Campus Master Plan, page 82.

FIGURE 9: UVM PARKING FACILITIES MAP

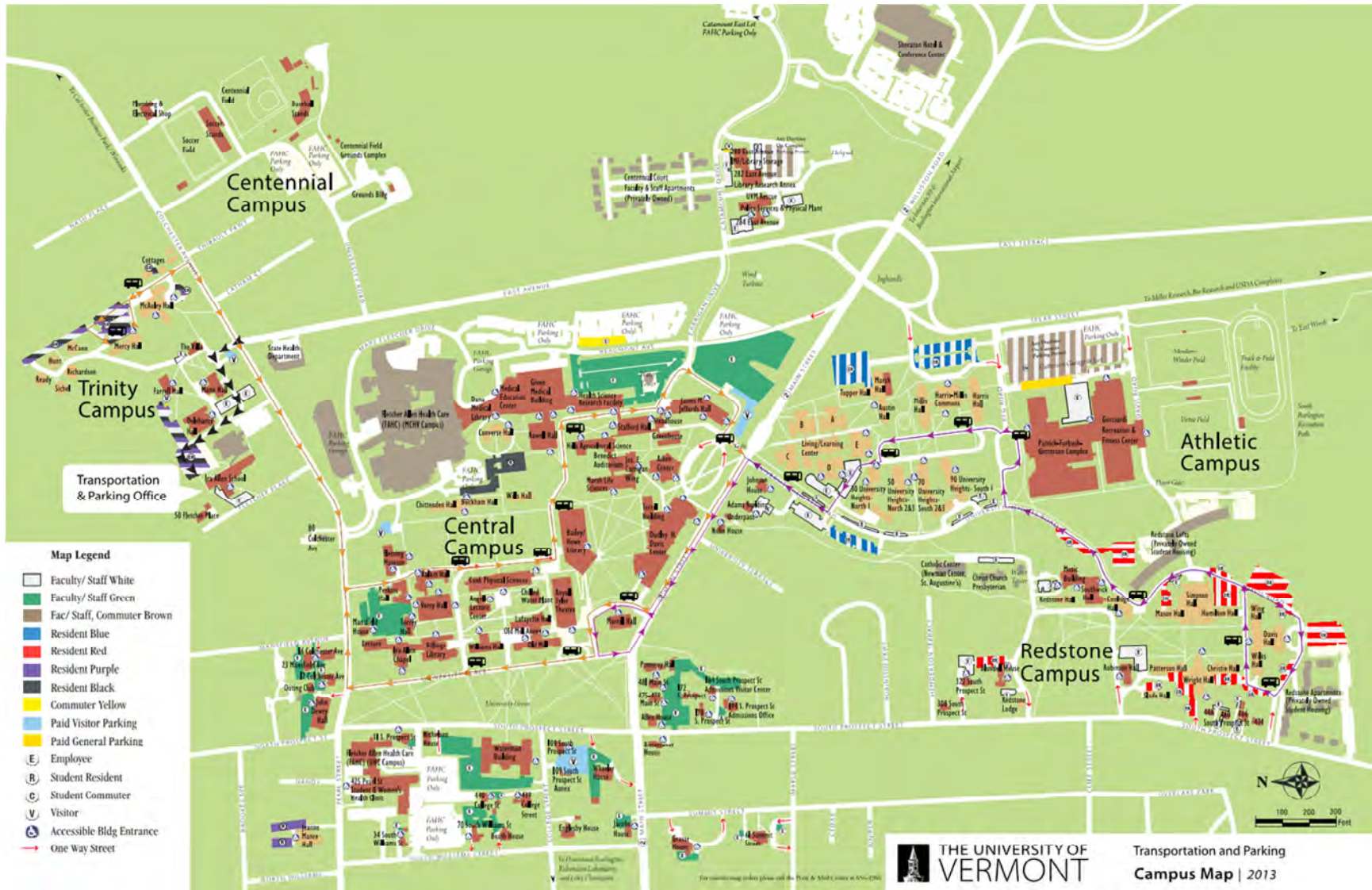


Table 28 shows the costs of parking permits for the areas shown in the map above. Parking fees have remained mostly constant over the last five years.

TABLE 28: UVM PARKING PERMIT COSTS FOR THE 2013-14 ACADEMIC YEAR

Employee Permit Types	Fee ²²	Student Permit Types	Fee
Green		Residents	
-Pre-tax Payroll Deduction	.64%	-30-day Black, Blue, Purple, and Red	\$55
-Affiliate	\$329	-Temp, 1 Semester	\$180
-30-day Affiliate	\$41	-Black, Blue, Purple, and Red	\$330
White		Commuter and Graduate Students	
-Pre-tax Payroll Deduction	.48%	-Silver (Off-site)	FREE
-Affiliate	\$247	-30-day Brown	\$19
-30-day Affiliate	\$31	-30-day Gold	\$12
Brown		-Gold	\$59
-Pre-tax Payroll Deduction	.32%	-Gold, 1 Semester	\$45
-Affiliate	\$165	-Brown	\$115
-30-day Affiliate	\$21	-Brown, 1 Semester	\$73
Off-Site		Medical Student 1 st and 2 nd Year	
-Affiliate	FREE	-Brown	\$115
-30-day Affiliate	FREE	Medical Student 3 rd and 4 th Year	
Occasional Use		-Yellow	\$329
-6 to 12 days	FREE	-30-day Yellow	\$27
-Brown (Peripheral)	\$2	Medical Students Transition 2 nd to 3 rd Year	
-White (Proximate)	\$3	-Brown upgrade to Yellow	\$8/month
-Green (Main)	\$4	-30-day Yellow	\$27

In addition to designated permit parking areas, there are three types of meters on campus:

- Gray-domed meters: designated for visitors during specified times;
- Yellow-domed meters: limited to 30 minutes; and
- Green-domed meters: limited to two-hours.

(e) *Implementation of a monitoring, compliance and enforcement system to measure and ensure compliance with the plan.*

Table 29 lists the various situations that warrant a parking ticket being issued and the amount of the fine. UVM Transportation and Parking Services issued 23,286 parking citations in FY 2013; half of these were for parking on campus without a permit.²³

²² Pre-tax payroll deductions are calculated based on a percentage of an employee's base salary.

²³ Source: 2013 JIPMP Annual Update, Page UVM:16.

TABLE 29: PARKING FINES FOR THE 2013-14 ACADEMIC YEAR

Violation	Fine
Parked overtime at meter/pay station/loading zone	\$25
Permit not displayed	\$30
Parked in a restricted area	\$30
Parked without a valid permit	\$50
Driving on grass/walks	\$50
Fire lane/roadway	\$80
Handicap	\$80
Use of unauthorized permit	\$80
Falsifying information	*
Disregarding traffic signs	*
Damage, destroy, or illegally activating parking gates	*
Possessing/damaging/altering signs, markings, or signal devices	*

Note: *Refer to Police Services

SEC. 8.3.4 REVIEW AND APPROVAL OF INSTITUTIONAL PARKING MANAGEMENT PLANS

Section is hereby acknowledged.

SEC. 8.3.5 REVIEW AND APPROVAL OF APPLICATIONS FOR FUTURE DEVELOPMENT

Section is hereby acknowledged.

5.0 CAMPUS AREA TRANSPORTATION MANAGEMENT ASSOCIATION (CATMA)

5.1 | CATMA 2014 ANNUAL UPDATE

SEC. 8.3.3 (A) EMPLOYMENT AND ENROLLMENT

The CATMA member institutions employ a total of 10,855 individuals. The number of on campus students within Burlington totals 16,100.

CATMA Membership – Fall 2013 Breakdown

Employees within the City of Burlington

CATMA Founding Members	
Champlain College	697
Fletcher Allen	5,758
University of Vermont	3,710
CATMA Associate Member	
City of Burlington	690
CCRPC (Winooski)	Not included
Total Employee Members	10,855



Student Population on Campus within the City of Burlington

Champlain College*	3,377
University of Vermont	12,723
Total	16,100

* This number differs from the enrollment number as it represents the number of students who actually attend classes on the Burlington campus.

Patient Visits Per Year – 1,000,000

SEC. 8.3.3 (D) ABOUT CATMA, MEMBERSHIPS AND PROGRAMS

The Campus Area Transportation Management Association (CATMA) is a private, membership-based, non-profit organization. Established in 1992, CATMA's founding members established a joint mission to plan and manage safe, convenient and economical parking and transportation in ways that better coordinate land use and reduce environmental impacts on the community.

Founding Members include Champlain College, Fletcher Allen and University of Vermont.

Associate Members include Chittenden County Regional Planning Commission and the City of Burlington.

CATMA Board of Directors

William Ballard, Associate Vice President Administrative & Facilities, University of Vermont

David Provost, Senior Vice President Finance & Administration, Champlain College

Dawn LeBaron, Vice President Hospital Services, Fletcher Allen

CATMA Executive Planning Committee

Linda Seavey, Director of Campus Planning Services, University of Vermont

John Caulo, Associate Vice President Campus Planning Champlain College

Dave Keelty, Director Facilities & Development Fletcher Allen

CATMA Operations Committee

Jim Barr, Director Transportation & Parking, University of Vermont

Carl Riden, Associate Director Campus Public Safety Security, Champlain College

Jack Conry, Director Security, Fletcher Allen

John King, Parking Enforcement Manager

CATMA Outreach Committee

Mieko Ozeki, Sustainability Projects Coordinator, University of Vermont

Christina Erickson, Sustainability Director, Champlain College

Cindy MacKechnie, EFAP Lead, Fletcher Allen

Jennifer Green, Sustainability Coordinator, City of Burlington

CATMA Staff

Sandy Thibault, Executive Director

Katie Martin, Program and Outreach Manager

Janet Botula, Project Coordinator (part-time)

CATMA's Board Resolution

The CATMA institutions have always been committed to a Transportation Demand Management (TDM) strategy that moves as much parking off the "Hill" as possible. Acting on the February 2002 CATMA Board of Directors resolution, we have established the southerly strategically located parking facility at the Gilbane Lot off Pine Street on Lakeside Avenue. CATMA, on behalf of the institutions, continues to pursue parking facilities to the north (Exit 16) and to the east (Exit 14), which will be served by CCTA local bus service and/or shared shuttles to the "Hill".

Comprehensive Strategy

Over the years, CATMA's comprehensive strategy of transportation system management (TSM) and extensive transportation demand management (TDM) programs have resulted in significant reductions in single occupancy vehicle mode (SOV) to our campuses. CATMA's workplace TDM initiatives include the programs and services listed below.

CATMA Goals

- Establish long-term transportation policies and leadership.
- Provide strategic and long term planning for multimodal transportation and parking developments in conjunction with the Members' shared land use planning.
- Plan, develop and expand comprehensive multimodal transportation systems management (TSM) programs, incorporating transportation demand management (TDM) strategies.
- Plan, develop, own and manage multimodal transportation systems and parking facilities

CATMA TRANSPORTATION DEMAND MANAGEMENT PROGRAMS & SERVICES

- Bike/Walk Reward Program
- Unlimited Access (UVM & Champlain College)
- Transit Subsidies/Discounts
- Emergency Ride Home Program
- Carpool Incentives at institutions
- Confidential Carpool Matching Program
- CarShare Vermont and Campus Program Membership
- Staggered Work and Class Scheduling
- Pedestrian Walkways & Bikeway System
- Flex-time policies
- Telecommuting
- Collective Shared Shuttle Services
- Promotion of Shuttle Tracking
- Work-site Commuter Events/Fairs
- Employee and Student Transportation Surveys
- Promotion of Megabus, Greyhound, Amtrak



RidesWork



Bike/Walk Rewards Program

The Bike/Walk Reward Program was launched in May 2001 as an incentive for people to bike or walk to and from work. The program rewards employees who commit to biking/walking with gift cards to local downtown shops. The current program requires participants to bike or walk to and from work at least three days a week for two 4-weeks blocks. CATMA provides each participant with a Bike/Walk Reward Card on which to record the dates they bike and/or walk. After submitting their completed card to CATMA, participants are sent a \$15 gift card of their choice to City Market, Merrill's Roxy Cinema or SKIRACK. By requiring participants to bike or walk three days a week, the majority of their commuting is now by bike or on foot they are truly alternate commuters. Employees can complete the two four-week Bike/Walk program blocks and earn the accompanying rewards as often as they choose.

Bike/Walk participants, along with everyone registered in the Emergency Ride Home Program, are entered into monthly drawings for gift certificates to downtown Burlington restaurants.

The program has contributed considerable money to our local economy. Not only has the Bike/Walk program helped change employee commute habits, it has also exposed them to the many wonderful stores and restaurants located in downtown Burlington. This program, which started with 17 participants in 2001, now has over 1,100 people registered. In 2013, regular participants totaled 210 with 105 participating monthly and CATMA awarded \$17,000 worth of gift cards to local merchants. As of December 31, 2013, CATMA has issued over \$210,000 in gift certificates since the program's inception.

CATMA's Bike/Walk Reward Program has been recognized in the following venues:

- Burlington Business Association presented CATMA with their Member of the Month award in November 2002.

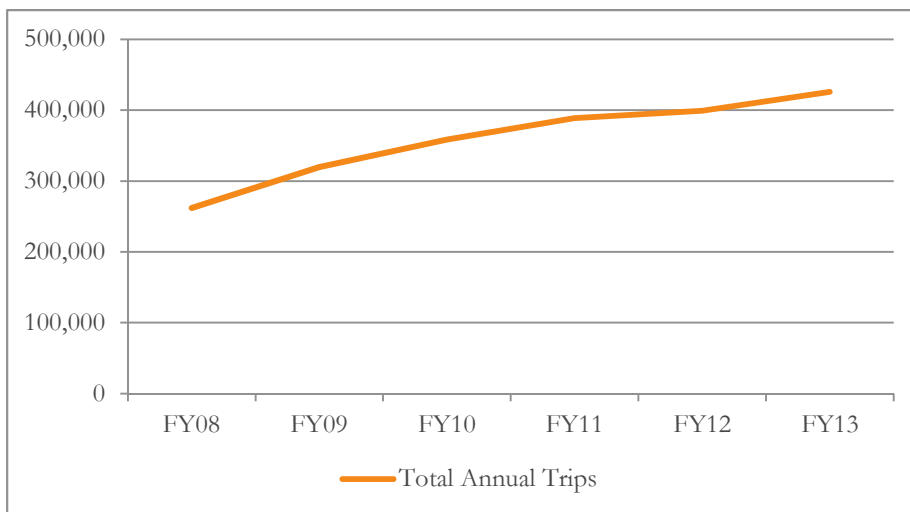
- The Association for Commuter Transportation (ACT) Patriot Chapter New England TDM Conference chose CATMA as the recipient of the TDM Creative Excellence- Private Sector Award for our Bike/Walk Program in April 2003.
- ACT National selected our Bike/Walk Program as a "silver" award winner for the Award of Excellence- 2003 ACT National Award Nominee in the category: Creative Excellence in September 2003.
- Featured in a report published by the Rails-to-Trails Conservancy, entitled "Creating Active Communities, Ten Case Studies of Programs and Partnerships" in February 2004. The Rails-to- Trails Conservancy received a grant to produce a "best practices" report highlighting projects, partnerships and policies that improve a community's physical activity levels. The publication highlighted a variety of approaches used to encourage physical activity, which could spark ideas and perhaps be replicated in communities across the country.
- CATMA's Bike/Walk program continues to be mentioned in various newspaper and magazine articles including the Burlington Free Press and Bike Culture magazine.
- The B/W program contributes to Bicycle Friendly University for UVM, Bicycle Friendly Business for Fletcher Allen and Bike Friendly Community for the City of Burlington.

Unlimited Access Program

In January 2003, CATMA and the Chittenden County Transportation Authority (CCTA) signed an Unlimited Access Agreement. This agreement provides a means for CATMA to provide unlimited access on existing CCTA public transit services to employees, faculty, students and staff at CATMA member institutions. Initially, only the University of Vermont and the CATMA office offered unlimited access to their employees, faculty, and students. On August 28, 2006, Champlain College joined the program. We continue to explore the opportunity for the other CATMA members to join the Unlimited Access Program.

CATMA's Unlimited Access Program has resulted in a steady increase in ridership numbers on CCTA (see table below) which has led to an increase in available parking spaces for both UVM and Champlain College, and an increase in federal dollars to CCTA.

TABLE 30: UNLIMITED ACCESS PROGRAM ANNUAL RIDERSHIP (UVM AND CC)



Notes: CATMA Express Shuttle ceased operations in 2009; results only include CCTA local and LINK routes, not shuttles.

CATMA's Unlimited Access partnership with CCTA differs from other programs around the country, which charge a set fee for every employee and/or student regardless of their transit use. With Unlimited Access, we pay only for actual rides taken. CCTA invoices CATMA monthly at a contracted rate per ride. CATMA reviews and approves the invoice and back bills UVM and Champlain College. Part of the success of this program can be attributed to extensive marketing campaigns jointly developed by CATMA, CCTA, Champlain College and UVM.

A tri-fold brochure "UVM ID...Get off-campus Free!" was developed by a group of UVM students in collaboration with CATMA and CCTA, during the spring semester of 2004. A similar brochure was developed for Champlain College. A "How To Ride" map and guide was also developed along with a poster for both UVM and Champlain College.

Articles continue to appear in UVM, Champlain College and in CATMA communications, publications and websites.

Program awareness and promotion at on-site commuter events through various departments within the institutions, and through student groups, take place throughout the year.

Transit/Bus Discounts/Subsidies

Fletcher Allen offers their employees a 50% transit subsidy on a monthly pass or 10-ride ticket on all CCTA local routes. In addition, these employees are eligible for a 25% transit subsidy on a monthly or on 10-ride tickets on all CCTA LINK routes. Chittenden County Regional Planning Commission employees receive a 50% transit subsidy on a monthly pass or 10-ride ticket on all CCTA local routes and a 50% discount on CCTA LINK routes up to \$300 a year. City of Burlington employees receive free monthly passes or 10-ride tickets on all CCTA local and link routes. Employees purchase these passes directly through their employer, and are eligible to register for Emergency Ride Home Program, monthly drawings and communications.

Rideswork Confidential Carpool Matching Service 802-656-RIDE

CATMA maintains a confidential carpooling database. CATMA's database contains information on both existing carpools and on those who are interested in ridesharing. Strict confidentiality is carefully maintained. Anyone interested in carpooling can register online or call the CATMA RidesWork direct line. CATMA's carpool service is unique in that it matches employees commuting to a destination specific area at the medical/campus district and recognizes the various shift schedules. The member's information is entered into the database and a potential carpool match is sought. If a successful match is retrieved, CATMA personally contacts the individuals and provides the match and logistical information. We maintain a "Carpool Bulletin Board" on our web site, open to eligible employees, staff and faculty.

All carpoolers who commit to this mode at least twice a week on a regular basis are eligible for the Emergency Ride Home Program, once we receive their registration. Their names are automatically entered into monthly drawings for gift certificates to local restaurants.

Emergency Ride Home Program (ERH)

Employees - This FREE program is offered to employees who register with CATMA as one who regularly carpools, vanpools, bikes, walks or takes the bus. CATMA can offer a flexible program that can be tailored to an employer's needs, for example to accommodate off-site parking.

One of the obstacles for those considering alternate modes of commuting is how they will get home in an emergency. To alleviate this worry, CATMA provides the **ERH program** free of charge to anyone employed at our member institutions that alternately commutes on a regular basis. When employees register with CATMA as an alternate commuter, they are issued a CATMA **Commute Smart Card**, which includes brief instructions on using the program and the cab company phone number. This card is renewed annually. If an emergency arises on a day that an alternate commute mode was used, the member calls Morf Taxi Service directly to make arrangements for a ride home. There is no money required out of the member's pocket, unless the fare is over \$60. The program will cover up to \$60 of the fare for each ride (approximately 40 miles). Participants are allowed to use the emergency ride home up to twice a month and up to eight times in a twelve month period. Over 1,815 CATMA member institution employees are currently registered in the **Emergency Ride Home Program**.

Students - The **ERH program** is also provided to Champlain College students living at Spinner Place or Quarry Hill, as well as to residential students bringing a car to campus (all of whom are required to park at Gilbane off-site lot). These students are automatically issued a CATMA **Commute Smart Card** on a semester-to-semester basis. They are allowed to use the program anytime the Champlain/Quarry Hill/Spinner Place/Gilbane shuttle is not operating for a ride between the college campus and these sites. They can use the taxi service to get between the Gilbane lot and campus when the Champlain College shuttle is not running. Champlain College reimburses CATMA for all taxi rides taken by their students.

Monthly Restaurant Drawings

Employees who register with CATMA as one who regularly carpools, vanpools, rides with a family member, bikes, walks, takes the bus or uses any mode other than SOV (single occupant vehicle) will automatically be entered in CATMA's monthly drawings for local restaurant gift certificates. Each month, several winners are chosen in the alternate commuters drawing. Winners receive either a \$15 gift certificate to Penny Cluse Cafe or Vermont Pub and Brewery or \$20 to Three Tomatoes Trattoria. Our CCRPC members can receive a \$15 gift certificate either from Tiny Thai Restaurant or Papa Franks in Winooski to support their local community.

Marketing and Outreach

Over the past several years, CATMA has further developed its outreach efforts at its member institutions by expanding year round on-site commuter events in strategic venues, including Human Resource Benefit Fairs, Nurses Knowledge Fair, New Faculty Orientation, Fall Student Fairs, bike commuter workshops, various spring/fall campaigns and contests. The goal of these events is to educate, create awareness and assist employees with alternate commute and mobility options and how these benefit the employee, the employer and the community. Employees value these direct, personal on-site events and CATMA values the opportunity to build personal relationships with its members. Employees are encouraged to consider alternate transportation modes for personal and work travel. At the events, CATMA provides promotional items such as blinkie lights, lip balms w/SPF, backpack/grocery tote bags w/reflective tape and also distributes information on the Safe Streets Collaborative, Bicycle Benefits Program, as well as coupons to local bike shops to purchase reflective gear.

The CATMA website was revamped in 2009 and has continued enhancing its image, easily accessible resources, current transportation information, news and events and on-line registration process.

A significant effort began in Summer 2010 with the strengthening of communications with CATMA participants and potential participants to increase employee access to transportation options and information:

- CATMA strengthened and tailored its communications with various list serves to regularly disseminate information electronically according to members' mode/interest. This effort more frequently exposes members to CATMA program information and transportation resources, news and local events.
- A quarterly newsletter has been developed and is distributed to all registered CATMA participants in the winter, spring, summer and fall.
- CATMA launched social marketing with a Facebook Page in early 2011 and a Twitter feed.

A list of CATMA's Outreach/Marketing Yearly Events can be found in CATMA's attachment section.

TDM Initiatives

Go! Chittenden County

In 2012, CATMA was asked by the CCRPC to collaborate with regional partners in a regional TDM initiative entitled "Go! Chittenden County". A TDM "Toolbox" of approaches and strategies was created and will be available on-line to help individuals and businesses explore sustainable and affordable TDM programs in the county. Due to CATMA's 20-years of experience and credibility, CATMA is serving as the "Employer Circuit Rider" to Chittenden County employers who are facing parking and transportation challenges. Employers will first be assessed to establish their level of interest in participation and worksite needs, followed by an initial consultation to assist them with instituting a commuter program.

For example: CATMA has working with IBM-Burlington since June 2012 in exploring TDM programs at the site, which is supportive of their business park development. CATMA several Lunch & Learn's at IBM relative to bicycling and carpooling. CATMA conducted IBM's first ever Employee Transportation Questionnaire (using the CATMA Survey platform) in Nov-2012 with a 40% response rate received. This data provides insights on IBM-Burlington commuter behavior patterns and traffic flow, but also gives IBM a strong foundation to further explore implementing a formal employee commute program. Such a program will reduce traffic congestion, offer employees convenient, responsive and healthy travel modes, establish community development and quality of life.

CATMA Express Shuttle

The CATMA Express Shuttle is no longer in service. Due to the lack of a Southern Connector, plans to develop the Gilbane site on hold, reduction in a need for parking at this location, and the current economy, it was determined that the CATMA Express shuttle from this site was no longer cost-effective.

Due to the success of CATMA's Transportation Demand Management (TDM) programs, including Unlimited Access, there was an excess of available parking spaces at the University of Vermont. Although future development plans call for a reduction in land use for parking, for the near future UVM was able to offer parking to Fletcher Allen eliminating the need for Medical Center and UHC employees to be assigned parking at the Gilbane site. As Fletcher Allen employees constitute the bulk of shuttle riders, the move significantly reduces the need to run a shuttle from the Gilbane lot to the Hill. Although the CATMA shuttle had provided express direct service to the Hill, the cost per ride to operate this shuttle became prohibitive, especially in light of cost per ride paid by the institution through the Unlimited Access programs at both

Champlain College and the University of Vermont. For history and data on CATMA Express Shuttle, see the 2012 JIPMP Update.

CATMA institution employees and any student who is permitted to bring a car to school, can still park for free at the General Dynamics/Gilbane PARC lot by registering with their institution to receive a hang tag.

The CCTA PARC route, which provided service from the Gilbane lot to the corner of Bank and St. Paul Streets, was eliminated in June 2012.

Best Workplace for Commuters

One of the side benefits to all the transportation demand management (TDM) programs we offer is that CATMA, Champlain College, Fletcher Allen and the University of Vermont have all been named as Best Workplaces for Commuters. This is a national designation renewed on an annual basis.

Best Workplaces for Commuters is an innovative program that provides qualified employers with national recognition and an elite designation for offering outstanding commuter benefits. Employers that meet the National Standard of Excellence in commuter benefits – a standard created by the U.S. Environmental Protection Agency – can get on the list of Best Workplaces for Commuters. In October 2003, the EPA announced the first ever "2003 New England's Best Workplaces for Commuters" list.

All of the CATMA members and associate members have received the Best Workplaces for Commuters designation and have had this designation renewed annually. Both Fletcher Allen Health Care and the University of Vermont names appeared on the first list. In November 2004, CATMA was added to the list and Champlain College received the designation in September 2006.

Champlain College and UVM qualified under the primary benefit due to their participation in CATMA's Unlimited Access Program. Fletcher Allen qualified by using a combination of transit subsidy, carpool coupon program, walking/biking program subsidies, and for having a large number of full time employees working compressed schedules. Each institution was able to list over 12 categories in the supporting benefits list, including being a member of a Transportation Management Association (TMA) and due to the Transportation Demand Management (TDM) programs offered by both the institutions and CATMA. Significant credit was also given for the Bike/Walk Program. Best

Workplaces for Commuters demonstrates that alternatives to drive-alone commuting, such as transit, carpools, and teleworking are economically beneficial, yielding value to workers, employers, and our environment.

In October 2007, the Center for Urban Transportation Research (CUTR) at the University of South Florida in collaboration with communities across the country, assumed responsibility for the national management of the program.

Annual Way To Go Commuter Challenge

CATMA continues to be very active in the planning and executing of the annual statewide Way To Go Commuter Challenge. This week-long event typically held in mid-May, is an opportunity for employers, businesses, organizations and communities to encourage people to explore options for healthy, environmentally friendly and cost-effective transportation. By carpooling, taking the bus, biking,



walking or telecommuting and "curbing the car" participants dramatically reduce their personal contribution to air and water pollution, save money and improve their health and well-being. CATMA works closely with our member institutions to promote Way To Go through communications within institutions publications and by hosting on-site commuter events. These efforts have resulted in numerous awards for CATMA institutions in the Commuter Challenge:

- 2006 – UVM 1st Place for Major Employer Category, FA Honorable Mention
- 2007 – UVM 1st Place for Major Employer Category
- 2008 – FA 1st Place for Major Employer Category, Champlain College 1st Place for Large Employer Category, UVM Honorable Mention
- 2009 – FA 1st Place for Giant Employer Category, UVM Honorable Mention
- 2010 – FA received Honorable Mention
- 2011 & 2012 – FA 1st Place for Macro Employer, Champlain College Honorable Mention for Large Employer
- 2013 – FA 2nd Place for Large Employer & Carbon Cup, UVM 3rd Place Large Employer, Champlain College 2nd Place in Mid-Size Employer

The Way To Go Commuter Challenge held its first fall challenge throughout Chittenden County during the second week in October of 2013. Champlain College was awarded first place in University or College participation. The CATMA members represented 26% of total participation and saved over 25,000lbs of CO2 in the one week fall challenge.

CATMA ASSOCIATIONS AND PARTNERSHIPS

CATMA maintains strong partnerships with local, state and national industry transportation leadership organizations, such as Association of Commuter Transportation, Best Workplaces for Commuters, Vermont Agency of Transportation, and Chittenden County Regional Planning Commission (CCRPC).

CATMA also provides support and maintains partnerships with local and regional service providers, such as Chittenden County Transit Authority and CarShare Vermont, as well as local advocacy groups such as Local Motion, Burlington Bike/Walk Council.

Employee Transportation Coordinator (ETC) Network

In 2013, CATMA created a regional Employee Transportation Coordinator (ETC) Network, including the Circ communities and South Burlington Dorset Street/City Center areas. An ETC is a typical strategy for TMAs designed to provide support, resources and a forum for businesses committed to addressing commuter issues at their worksite and implementing/enhancing commuter incentives and programs. CATMA held an ETC event on 11/19/13 and an April 2014 is planned. The growing list of ETCs can be found on CATMA's website.

These TDM initiatives are funded by a Transportation, Community & System Preservation (TCSP) grant, a CCRPC UPWP and Circ Alternative Funds (Phase 1 & 2).

Carshare Vermont

CarShare Vermont, a nonprofit organization, officially launched its carsharing program in the Burlington area in December 2008. UVM and Champlain College originally purchased four cars for its fleet, and in October 2011, they released vehicle ownership to CarShare Vermont. There are two pod locations on the Champlain



campus and two on UVM. Each pod houses two vehicles – a mix of Subaru Imprezas and Toyota Priuses. There are eight additional pod locations throughout Burlington and now Winooski, which provide a total of 12 vehicles for members to use. CarShare Vermont's fleet includes the Toyota Prius, Subaru Impreza, Honda Fit, Honda Civic Hybrid, Hyundai Elantra, and Toyota Tacoma pick-up truck. CarShare Vermont plans to add four more locations throughout Burlington in early 2014.

CarShare Vermont gives members affordable and easy access to a network of vehicles that can be reserved 24/7 for as little as 30 minutes or as long as wanted. CarShare Vermont is a key component of developing a full suite of transportation choices for CATMA members and the community as an alternative to driving alone. In 2013, CarShare Vermont achieved remarkable results with regard to reducing vehicle miles traveled (VMT) and vehicle ownership. Its members reduced the amount they drive by 2.7 million miles, resulting in over 2.5 million pounds of CO₂ saved. Additionally, over 60% of members reported selling or opting not to purchase a vehicle. This means that for every vehicle CarShare Vermont puts on the road, 16 are removed.

In 2013, CarShare Vermont reported 900 members—including residents, students, and employees of 20 local businesses—sharing 12 vehicles. Collectively, members logged over 6,000 trips and each vehicle was consistently used an average of nine hours per day. Last year, 229 affiliates of Champlain College and UVM joined CarShare Vermont under the campus-sponsored program (note that not all of these members are currently active because some students graduated in May). Campus members accounted for 25% of CSVT membership, as well as about 25% of CarShare Vermont's total usage.

Membership is open to anyone who is 18 and older, has a clean driving record, and has been driving for at least two years. There are no additional insurance requirements for young drivers; CarShare Vermont's auto insurance policy provides \$1 million in comprehensive coverage. CarShare Vermont added a vehicle to Winooski's Spinner Place in 2013 and will be locating a vehicle at the Innovation Center on Lakeside Avenue in early 2014.

CATMA works closely with CarShare Vermont to develop a suite of marketing materials. CarShare Vermont staff participated in over 50 events in the past year, including tabling at new student orientations, resource fairs, family weekends, pop-up tabling on campus, parades, festivals, conferences, and class presentations. Flyers and posters have been distributed around both campuses, in bus shelters and campus shuttle vehicles. Banners have been hung and display screens have also been provided. Materials were placed in orientation packets, family weekend packets and new student registration packets. Articles have appeared in campus and area news publications and campus tours include a promo of the campus pods.

In Fall 2010, CarShare Vermont offered Champlain College and UVM students a \$15 driving credit with any new membership if they signed up by September 30, 2010. In mid-October 2011, a new academic year pilot promotion was launched to encourage new membership in CarShare Vermont. All full-time students, faculty and staff at UVM and Champlain College are eligible for a waived \$150 annual membership fee (sponsored by the campuses and CarShare Vermont) for CarShare Vermont's Share-a-Lot plan, which features its lowest driving rates. This free membership promotion continues in its third academic year as of October 2013, and it has become increasingly popular.

CATMA continues to work with CarShare Vermont in developing creative incentive promotions at the academic institutions to encourage new membership and utilization of the CarShare service.

City of Burlington Associate Membership

The City of Burlington joined CATMA as an Associate Member in FY14 (7/1/13-6/30/14) utilizing funds from CATMA's TCSP grant to subsidize membership, with intentions to explore a sustainable membership in FY15 and forward. Membership in CATMA has been identified in numerous City planning documents including Plan BTV, Climate Action Plan, IBM Smarter Cities report, Burlington's Transportation Plan.

CATMA has been working with the City of Burlington since Fall 2009, when CATMA was approached by the City of Burlington seeking assistance with their Employee Commute Strategy, an initiative in the Burlington Legacy Project Action Plan. The City's downtown staff was included in CATMA's Fall 2009 Employee Transportation Survey to obtain base commuting data for this group. In January 2010, CATMA and the City of Burlington launched a one-year Pilot Program (funded by HUD grant). This was opportunity to offer the City's core downtown employees participation in CATMA's TDM programs and services, educational events, and in CATMA's Fall 2010 Employee Transportation Survey. Based on the City response in CATMA surveys, the Single Occupant Vehicle (SOV) was 55.8% in 2009 and almost 1-year of Pilot Program; the same group SOV rate went down to 50.0% with positive trends in alternate modes. Based on the City employees response to CATMA's 2012 survey (funded by TCSP grant), the drive alone rate continues to decline to 43.2%.

CATMA TDM PROGRAM PARTICIPANTS AND RESULTS: 2013

Emergency Ride Home

- 1,815 currently registered
- 74 people used benefit
- Total cost 2013 \$2,332

Bike/Walk Program

- 1,180 currently registered (as bike or walker)
- 210 earn rewards/gift cards bi-monthly

Confidential Carpool Matching Program

- 110 listings for those looking to join, start, or willing to add new members (RidesWork Bulletin Board)
- 530 currently registered (as carpoolers)

Bike/Walk Reward Program

- 105 average participants/month
- Approximately \$17,000 in annual rewards
- Over \$210,000 in gift cards to downtown Burlington businesses distributed as rewards since program inception (May 2001)



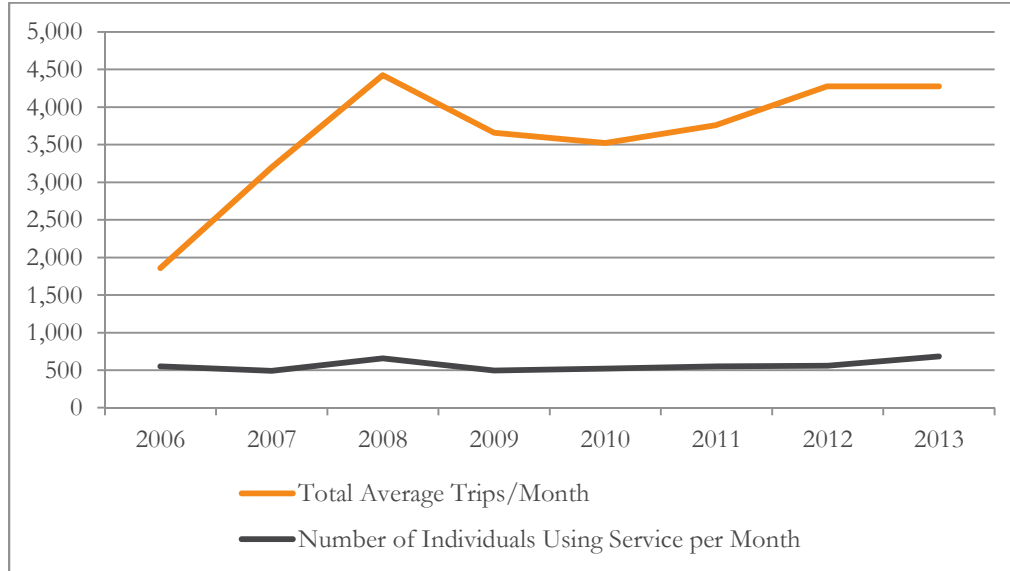
Alternate Commuter Monthly Awards

- 36 drawings annually
- 526 winners and \$7,400 in gift certificates to local restaurants rewarded since October 2000

CATMA PROGRAM RESULTS: HISTORY

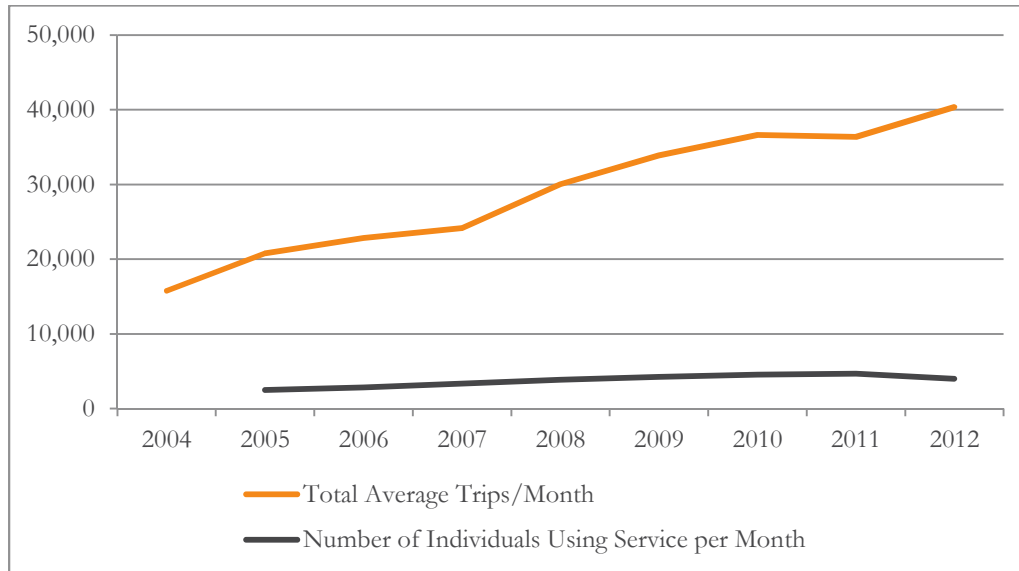
Unlimited Access Program

TABLE 31: CHAMPLAIN UNLIMITED ACCESS PROGRAM: AVERAGE MONTHLY USE (FALL SEMESTER)



Notes: CATMA Express Shuttle ceased operations in 2009; results only include CCTA local and LINK routes, not shuttles.

TABLE 32: UVM UNLIMITED ACCESS PROGRAM: AVERAGE MONTHLY USE (FALL SEMESTER)



Notes: CATMA Express Shuttle ceased operations in 2009; results only include CCTA local and LINK routes, not shuttles.

TABLE 33: CHAMPLAIN UNLIMITED ACCESS – ANNUAL TRIPS AND COSTS

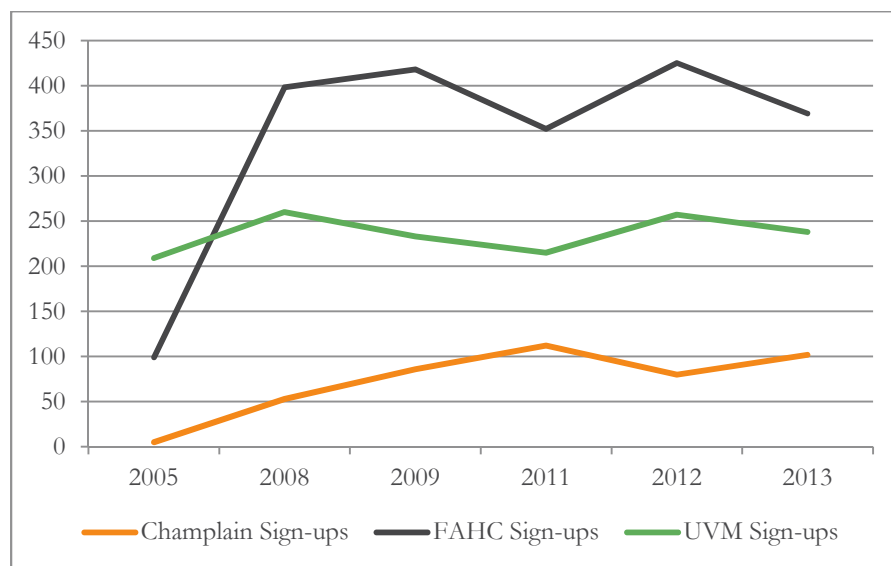
	LOCAL TRANSIT	LINK	TOTAL ANNUAL TRIPS	CHAMPLAIN COST FOR SERVICE
FY08	23,658	2,974	26,632	\$29,508.24
FY09	30,181	2,151	32,332	\$33,147.54
FY10	34,134	2,457	36,591	\$37,753.56
FY11	33,956	3,579	37,535	\$40,474.80
FY12	38,967	3,425	42,392	\$44,296.56
FY13	39,643	3,146	42,789	\$44,385.30

TABLE 34: UVM UNLIMITED ACCESS – ANNUAL USE AND COSTS

	LOCAL TRANSIT	LINK	TOTAL ANNUAL TRIPS	UVM COST OF SERVICE
FY08	213,707	21,477	235,184	\$257,675.54
FY09	257,248	30,219	287,467	\$315,487.80
FY10	294,579	27,397	321,976	\$342,038.88
FY11	317,604	33,831	351,435	\$376,668.59
FY12	317,915	38,989	356,904	\$386,033.05
FY13	338,115	44,808	382,923	\$418,982.75

Way-To-Go Challenge

TABLE 35: WAY-TO-GO CHALLENGE RESULTS



Vermont Bike Challenge

The Vermont Bike Challenge runs from May 1 to September 30 and is part of the National Bike Challenge, organized by the American League of Bicyclists, an online competition powered by Endomondo that is designed to get more people on bikes more often. Local Motion is organizing the Challenge at the local level in here in Vermont. Vermonters are encouraged to pedal more often to promote wellness and help reduce greenhouse gas emissions. Riders log miles online and are entered to win prizes. Individuals may log recreational riding or commute cycling. CATMA worked with Local Motion to promote and enrolled employees at Champlain College, Fletcher Allen and UVM for the Challenge. In the second year of the challenge, the state of Vermont has once again won the National Challenge, logging the most miles/points state-wide in the nation. University of Vermont once again for logged the most miles/points as a workplace in the Vermont Bike Challenge 2013. This year CATMA institutions logged a total of 72,597 miles, saved 40,425 pounds of CO₂, burned over 838,000 calories and saved \$12,800.

CATMA EMPLOYEE AND STUDENT TRANSPORTATION SURVEYS

One of the ways CATMA measures the success of its TDM programs is through information gathered from its Transportation Surveys. CATMA surveys the employees of all its member institutions in the fall and the students from Champlain College and UVM in the spring. In addition to employees at CATMA institutions, CATMA included employees at City of Burlington, State of Vermont downtown district and CCV since 2008, along with students at CCV since 2009.

In 2011 CATMA transitioned to a biennial Employee & Student transportation survey schedule.

Data from CATMA's Employee and Student Transportation Surveys, including mode splits is included in this report. As you will note, our survey data continues to show positive trends in the reduction of the SOV rate of our employee. Similar shifts in modes can be seen in the student data as well. The Unlimited Access Program has contributed to these mode shifts, along with the plentiful educational and outreach efforts by CATMA.

General notes about the survey results shown below:

The Student Survey:

- Survey has been conducted since 2003; charts display the baseline data from 2003 as well as the most recent years of data. (Results from earlier years are not shown.)

The Employee Survey:

- Survey has been conducted annually since 2000; charts display the baseline data from 2000 as well as the most recent years of data. (Results from earlier years are not shown.)
- “Drive-alone” modes include people who drove and took a shuttle.
- “Other” modes in the charts include telecommuting, multi-modal trips (e.g. park & ride, bike & bus, etc.), family carpools, and seasonal commute shifts
- CATMA Express Shuttle ceased operation in 2009; FAHC employee parking moved from the Gilbane lot to the UVM South lot

CATMA Annual Transportation Surveys: Overall Commute Satisfaction

On the survey question, "How satisfied are you with your college/university transportation experience thus far?" we have seen a steady improvement in the satisfied rate since first asking the question. The rise can be attributed to the committed collaboration of CATMA and its members to implement and enhance TDM programs and services.

TABLE 36: OVERALL SATISFACTION, CATMA STUDENT SURVEY

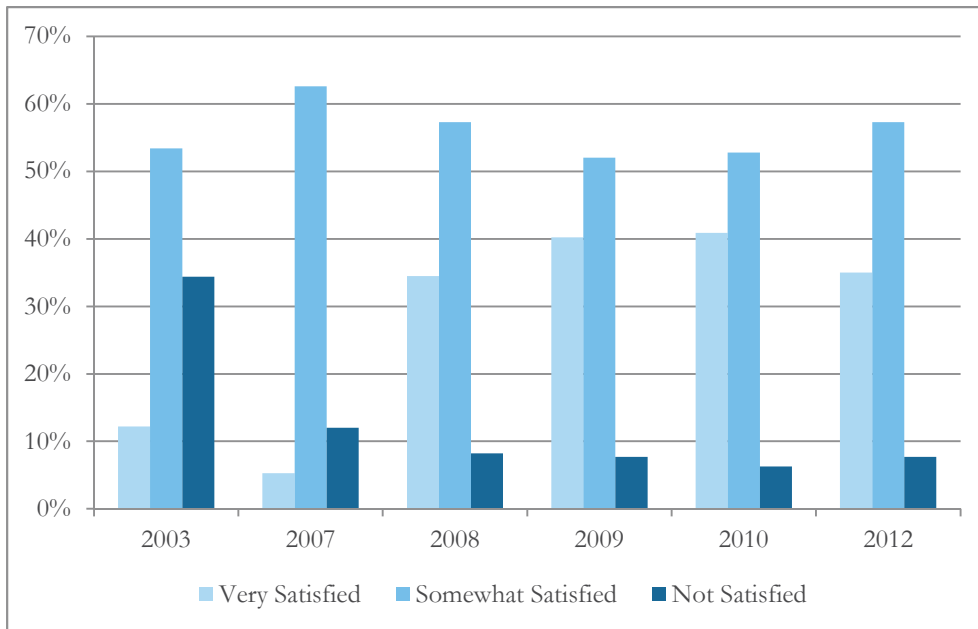
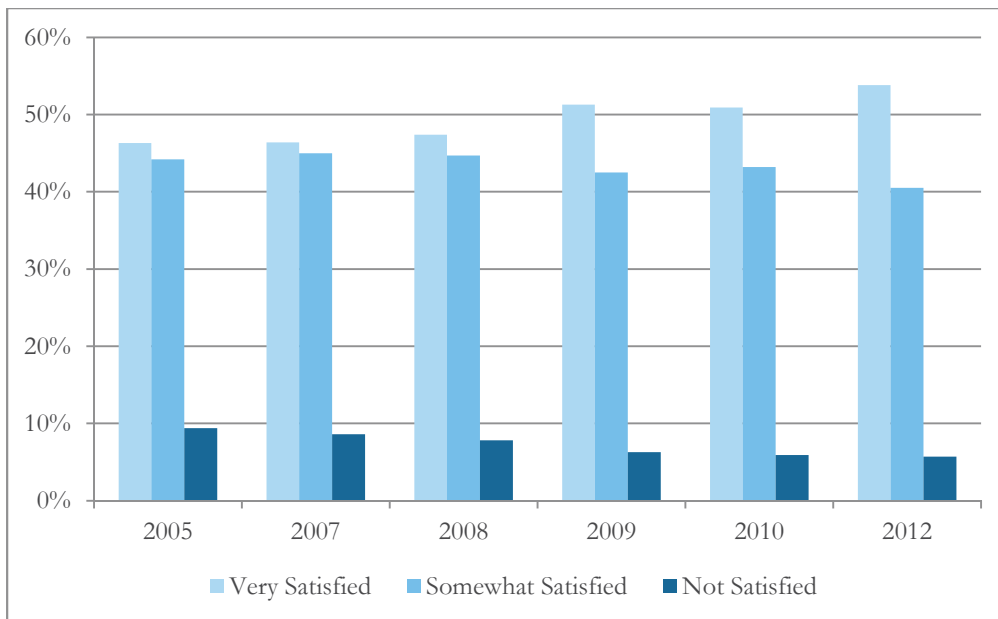


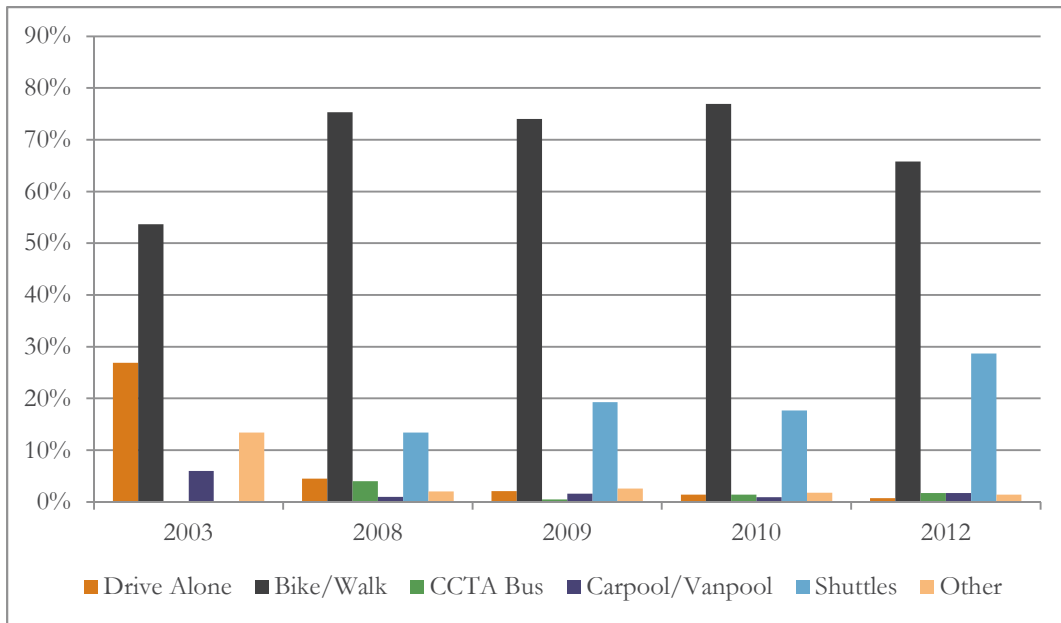
TABLE 37: OVERALL SATISFACTION, CATMA EMPLOYEE SURVEY



CATMA Student Surveys: Commute Modes

On the survey question, “How do you generally commute to campus?” we have seen decreases in driving alone over the years for all students. Students who live more than a half-mile away from campus still drive more often than any other mode, but that share has decreased noticeably since the first survey. Students who live on campus or within a half-mile of campus almost never drive alone to campus.

TABLE 38: CHAMPLAIN RESIDENTIAL STUDENTS COMMUTE MODES



Notes: Shuttles include Spinner Place beginning in Fall 2007

TABLE 39: CHAMPLAIN STUDENTS LIVING WITHIN ½ MILE COMMUTE MODES

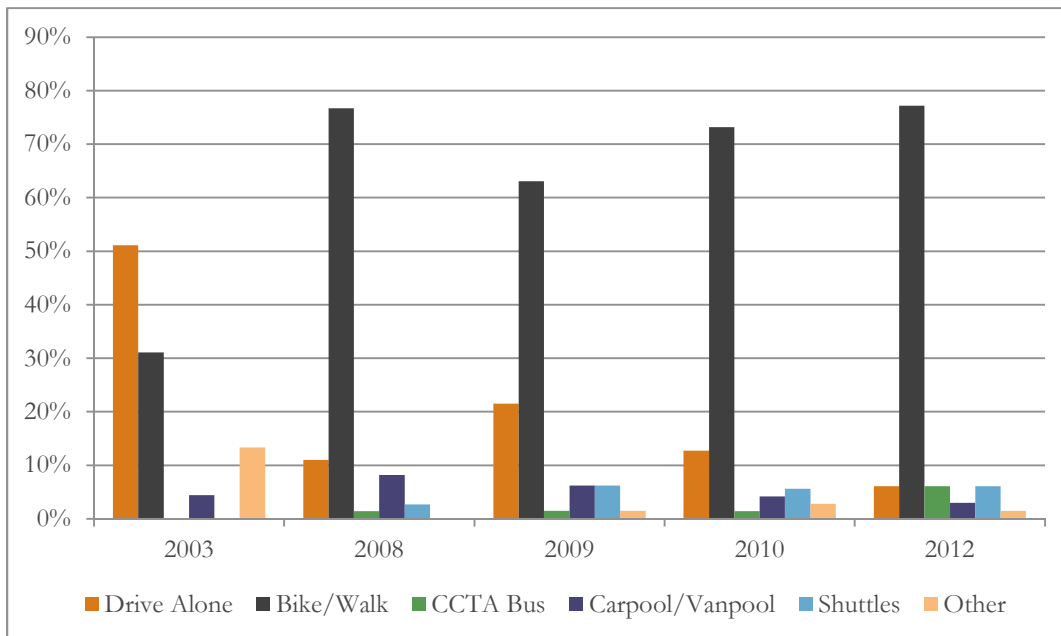
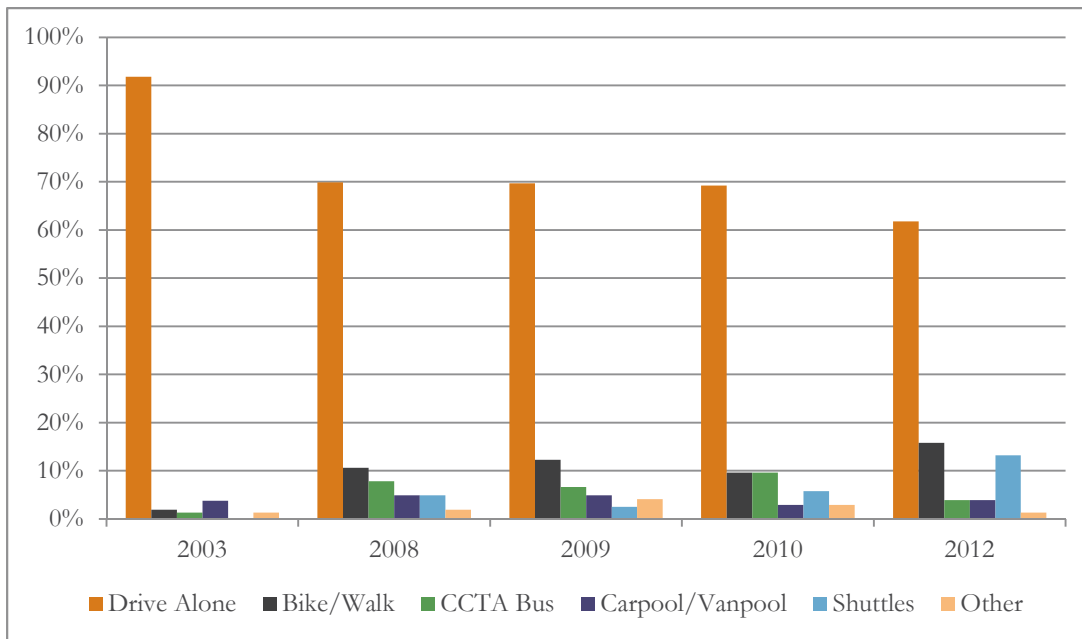
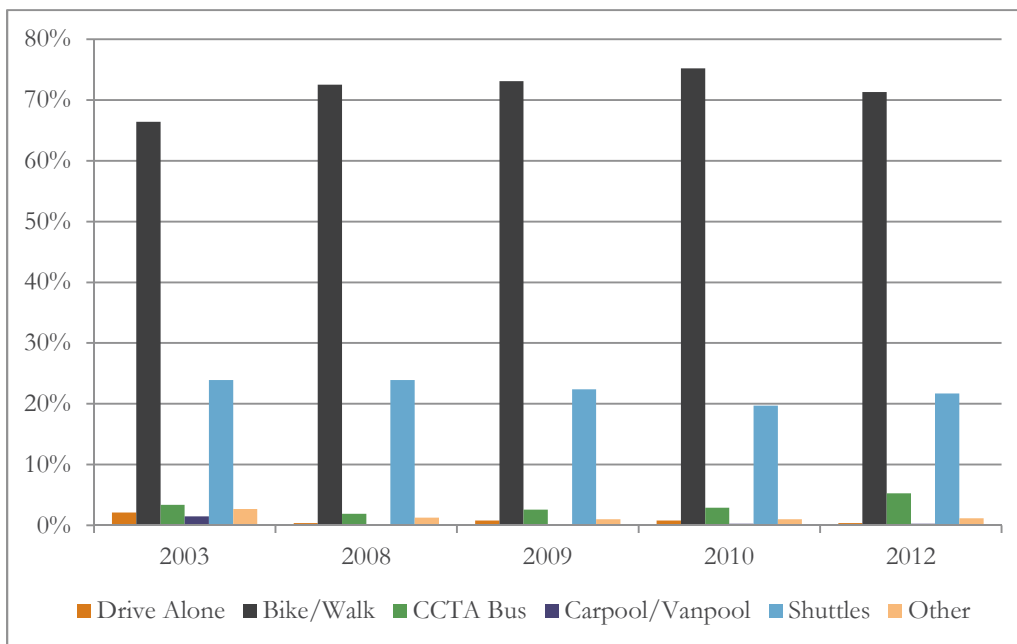


TABLE 40: CHAMPLAIN STUDENTS LIVING OUTSIDE ½ MILE COMMUTE MODES



Notes: “Other” modes include combined-mode trips, seasonally varied modes, and UVM/CAT’s bus

TABLE 41: UVM RESIDENTIAL STUDENTS COMMUTE MODES



Notes: Shuttles include Spinner Place beginning in Fall 2007

TABLE 42: UVM STUDENTS LIVING WITHIN ½ MILE COMMUTE MODES

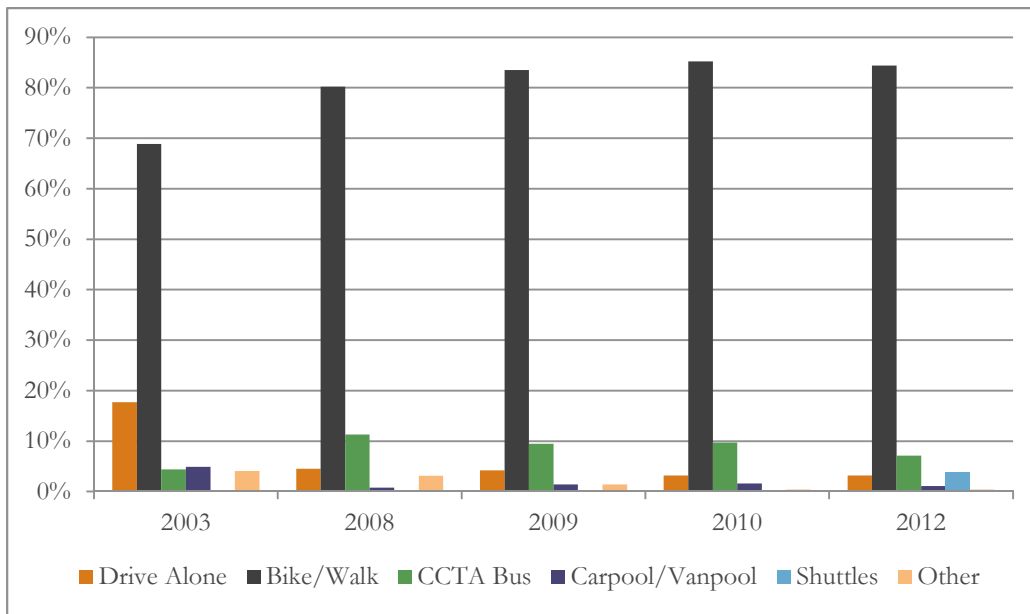
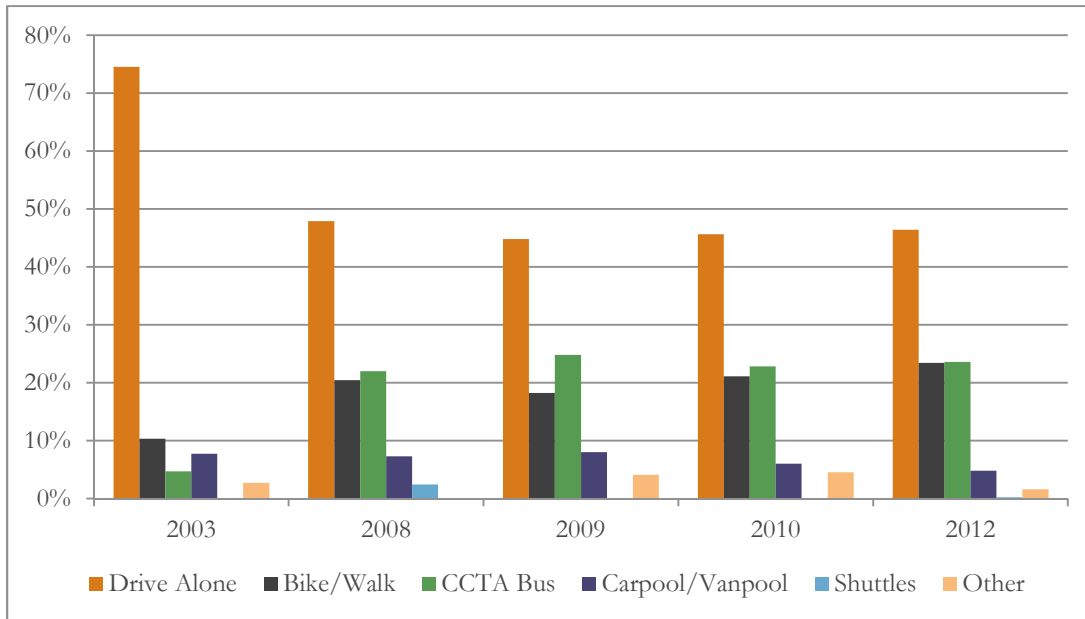


TABLE 43: UVM STUDENTS LIVING OUTSIDE ½ MILE COMMUTE MODES

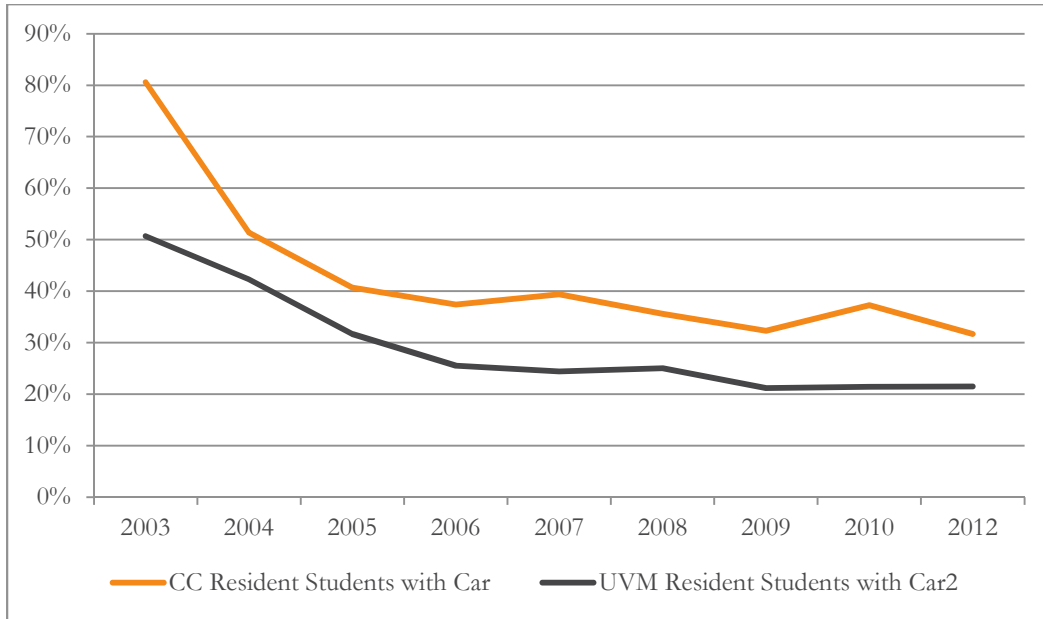


Notes: “Other” modes include combined-mode trips, seasonally varied modes, and UVM/CAT’s bus

CATMA Student Survey: Residential Students with Vehicles

Of the students who live on campus, the number who bring a car with them to school has decreased significantly since the first survey.

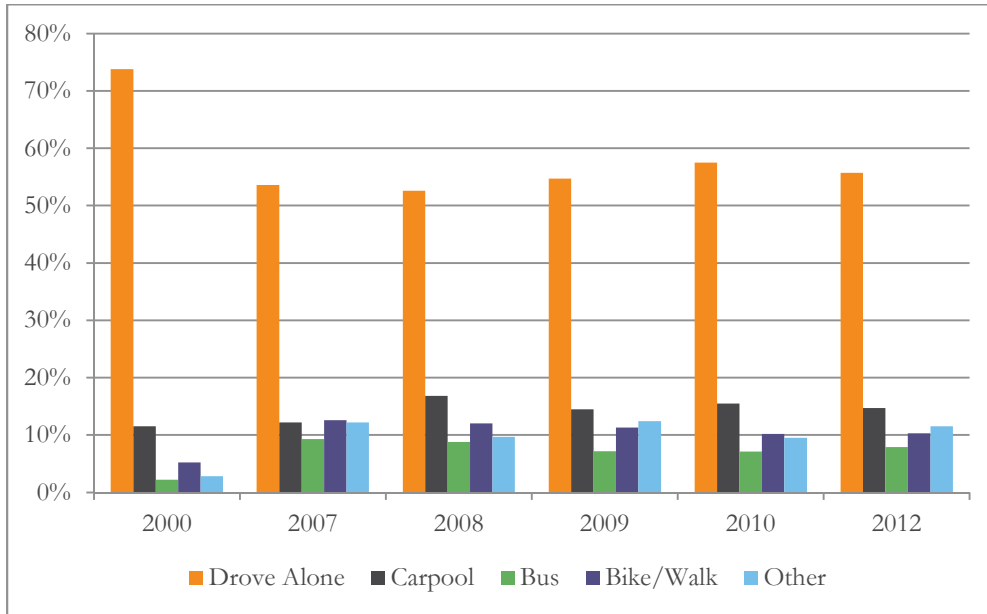
TABLE 44: STUDENTS WITH VEHICLE AT SCHOOL



CATMA Employee Survey Commute Modes

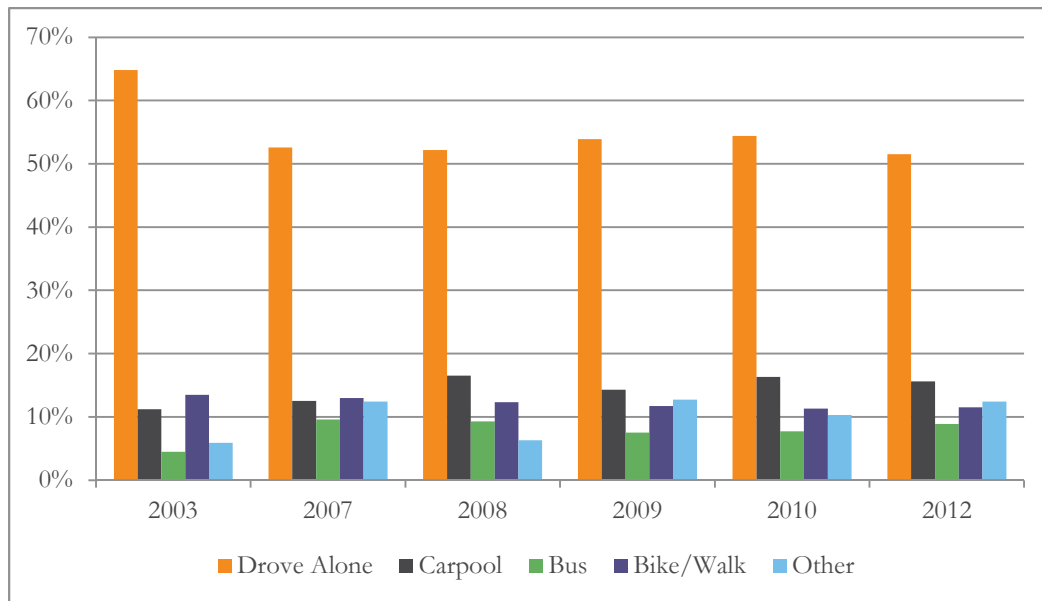
CATMA employee survey responses also show reductions in driving alone to work.

TABLE 45: CATMA ALL EMPLOYEES COMMUTE MODES



Notes: 2007 survey included all CATMA employees in Burlington and Fanny Allen employees; added Colchester and Tilley Dr. (2008), Technology Park (2009), Timberlane (2010), and Holly Court, Brickyard, Blakely Rd, and Innovation Park (2012)
2008 excluded Red Cross

TABLE 46: CATMA HILL EMPLOYEES COMMUTE MODES



Notes: “Hill” employees include the Hill, Downtown Burlington, Fanny Allen, Fort, Champlain Mill (2003-2009); only includes the Hill and Downtown Burlington (2010)

CONCLUSION

CATMA's TDM programs have received local, national, and international recognition. Individuals and organizations continually call upon us for our expertise and guidance in the field of transportation demand management. We often accept invitations to speak at conferences and workshops. We continue to take an active role in local, regional and international committees and associations that specialize in commute options and solutions and work to create a more sustainable transportation system. These include: the Transportation Advisory Committee (TAC) and ECOS Transportation Subcommittee for the Chittenden County Regional Planning Commission; the Burlington Business Association; the Lake Champlain Regional Chamber of Commerce, High Meadows Transportation Stakeholders, Burlington Walk/Bike Council, CarShare Vermont, and an active role in the Way To Go Commuter Challenge and Vermont Bike Challenge.

Additionally, we continue to be involved in the Association for Commuter Transportation (ACT) including an active role in ACT's Patriot Chapter, the ACT National Membership Committee, Communications Committee, ACT Telework and Public Policy Council. CATMA staff has participated in and completed ACT's Leadership Academy.

CATMA'S FUTURE PLANS

Due to CATMA's 20-years of experience, credibility and positive accomplishments, the CATMA Board of Directors resolved to open up Associate Membership in CATMA. CATMA has become a point of contact for area employers regarding questions or concerns related to parking issues, sustainable commute services and incentives, and the need for a comprehensive managed commute program. Transportation and parking solutions are a necessity to mitigate traffic congestion, improve employee productivity and morale, and

enhance business development in the region. CATMA offers a host of "turn-key" programs and services which we look forward to offering to our new Associate Members.

Thanks to the dedication of the CATMA staff, active participation of our Board of Directors and Committee members, excellent partnerships and motivated employees, CATMA is able to engage in tremendous activity for a TMA our size. We track and measure our TDM program activity to ensure accountability and effectiveness.

CATMA's Motto: "Connecting You With Transportation Choices"

ATTACHMENTS

Additional materials documenting CATMA's programs and policies are provided in the Appendix.

5.2 | CHAMPLAIN COLLEGE ANNUAL UPDATE

SEC. 8.3.3 (A) EMPLOYMENT AND ENROLLMENT

EMPLOYMENT: Champlain College employs a total of 697 individuals. This includes 348 full-time and 349 part-time employees.

ENROLLMENT:

The College's headcount for Fall 2013 enrollment is as follows:

Full-time Undergraduates on campus	2,210
Part-time Undergraduates on campus	42
Full-time Graduates	303
Part-time Graduates	105
Undergraduate Continuing Professional Studies	717
Total	3,377

It must be noted that of the 408 total Graduate Students, 389 are taught online and rarely visit campus. Approximately half of the 717 Continuing Professional Students are taught online and never come to campus.

SEC. 8.3.3 PARKING DEMAND

Peak Parking Demand

The total parking demand is tied directly to the availability of empty spaces. The total number of parked vehicles as well as vacant spaces were counted for each parking lot and summarized by Off-Street Core Campus, On-Street Core and Off-Campus. These counts were taken in fall 2013 and represent a typical day during peak demand and demonstrate a surplus of 243 spaces in the Core Campus, with an additional 136 available spaces in Off-Campus.

TABLE 47: CHAMPLAIN PARKING LOT CAPACITIES AND EMPTY SPACE COUNT

Champlain College Peak Demand Lot Counts - Fall 2013				
Location	Capacity	Occupied Spaces*	Empty Spaces	Percent Full
Off-Street Core Campus	290**	177	113	61%
On-Street Core Campus	167	37	130	22%
Core Campus Sub-Total	457	214	243	47%
Off-Campus	466	330	136	71%
TOTAL	923	544	379	49%

*Peak Demand Period (Weekdays, Noon-1PM)

**Off-Street Core Campus capacity does not include 8 parking spaces at 4 residential properties controlled by the college listed below (390 Maple, 436 Maple, 270 S Willard, and the Presidents House)

Champlain College Existing Spaces

The breakdown of existing parking as submitted in Champlain College's Master Plan (August 1990) has been updated to reflect current availability. Champlain College's parking inventory is 764; this includes 466 off-site leased spaces and 290 on-site spaces.

The specific breakdown by area is as follows:

2013 Off-Site Leased Parking Facilities

Gilbane	200
Lakeside	266

Total466

Off-street Campus (College owned)

Bader	26
Cushing	13
Durick Hall	3
MIC	42
IDX/Peal	5
North House	9
Perry Hall	16
Presidents House	2
Rowell/Jensen	43
Sanders Hall	8
Skiff Hall	15
South House	13
Whiting/McDonald lot	0
Summit Hall	27
396 Main Street	20
381 Main Street (Main Street Suites)	28
371 Main Street	22
390 Maple Street	2
436 Maple Street	2
270 S Willard Street	2

Total298

Total All Categories764

This year, Fall 2013, 99 parking spaces at Whiting/McDonald lot no longer exist due to construction of Res-Tri project, Coolidge House driveway parking is under construction/not available for Champlain affiliate parking, and Skiff Hall now has visitor/special permit parking.



In Fall 2013, 20 parking spaces at Quarry Hill are not included because it is not technically campus parking. Additional parking spaces associated with leased buildings include 15 spaces at 40 Sears Lane that are not included in the campus parking inventory nor in the parking requirement calculations.

There are an additional 173 on-street parking spaces contiguous to Champlain College property, which may be used by Champlain College affiliates, but these are not included in the total spaces we claim as inventory.

Vehicle Permits

All vehicles parked at Champlain College must display a valid parking permit. Permits are valid until December 31, 2013 and must be renewed each semester. Residential students are allowed to have cars on campus only if they qualify for permits based on work needs or medical needs.

The Fall 2013 breakdown of permits at Champlain College is as follows:

Day Time Commuters (on campus)	109
Day Time Commuters (shuttle lots)	143
Resident Permits (on campus).....	40
Resident Permits (shuttle lots)	213
Faculty/Staff (Full Time) (on campus).....	64
Faculty/Staff (Full and Part Time) (shuttle lots)	299
Faculty/Staff (Part Time) (on campus).....	17
Faculty/Staff (Part Time) (shuttle lots)	
Total Permits	885

As can be seen above, there was a major shift in parking for Fall 2013 semester with a major increase of both Commuter and Faculty/Staff who no longer park on campus but instead now park at Lakeside campus and take shuttles to and from campus reducing the number of vehicles parked on campus as well as vehicle trips to campus.

Permit Summary

- Full time commuter zones 3 and 4
- Part time commuter zones 3 and 4
- Full time Faculty/Staff zones 3 and 4
- Part time faculty/staff zones 3 and 4
- Gilbane zone 2- residential
- Main Street Suites zone 5 residential
- Quarry Hill zone 6 residential
- Fac./Staff Lakeside zone 1
- Commuter Lakeside zone 1

Contractor
Handicapped

The percentage of faculty/staff who have registered their vehicles is higher than it appears because of the 697 employees, we have 101 who teach online only and are never on site. All 299 faculty/staff permitted for shuttle lots were enrolled in the Emergency Ride Home Lakeside Pilot Program for parking in a satellite location. Currently, 73 employees are in the Emergency Ride Home Program, having registered with CATMA as using a mode other than drive alone to commute to campus on a regular basis. Of these 73, 54 are registered in the Bike/Walk Reward Program.

The adequacy of the current parking inventory must be measured relative to peak parking demand rather than the total number of permits issued. The peak parking demand generally occurs between the hours of 12:00 and 1:00 pm on a weekday. This approach was used in the 2009-2014 Joint Institution Parking Management Plan (approved September 29, 2009) and is used in the 2014-2019 update to this plan. It is appropriate because not all permit holders occupy a parking space at the same time. Table 48 presents an estimate of the peak parking demand. The percent on campus during the peak is based on the annual CATMA survey.

TABLE 48: CHAMPLAIN PEAK PARKING DEMAND ESTIMATE

Champlain College Peak Parking Demand Estimate - Fall 2013				
Permit Type	Number in Category*	% on Campus during Peak	% Auto Mode Share***	Peak Parking Demand
Daytime Commuters within ½ mile	553	30%	8%	106
Daytime Commuters outside ½ mile	481	100%	64%	37
Residential Students	964	100%	32%	306
Faculty/Staff Full-Time	347	90%	76%	238
Faculty/Staff Part-Time**	276	6%	82%	14
Peak Parking Demand				700
Vehicle Fleet/ Visitors				21
Total Parking Spaces Required during Peak				721
Available Off-Street Parking Inventory				764
Difference (Inventory-Total Required)				43

*Breakdown of commuters within and without ½ mile of campus is from the Champlain College Fall 2013 Census

**Does not include 101 faculty who only teach online

***Based on 2008 CATMA survey results.

As shown in the table above, The College has sufficient space for the number of permits issued and in addition:

1. A significant number of Champlain College employees and commuter students register cars to receive a permit for occasional use; however, they typically walk to the campus, ride bicycles, take the bus join carpools, or are dropped off by others. In addition, the College has been able to move more than 299 employees to off campus locations at 40 Sears Lane and the new Lakeside campus to reduce vehicle trips to the core campus. This includes all of the Physical Plant vehicles, which had been parked on campus until the Fall of 2007.

2. The need for visitor spaces is not consistent with actual visits to the campus. Most visitors to the campus come to our Admissions Office, and it is rare to have more than three or four interviews scheduled at the same time.
3. In the fall of 2003, CATMA entered into an agreement with GP Burlington South, L.L.C. to lease a portion of the property on Lakeside Ave., in Burlington consisting of 200 parking spaces. Currently, Champlain College utilizes these spaces as part of their off-site inventory. These spaces are our secure overnight lot, where our resident students must park their cars during the week, unless they have qualified for an on-campus permit based on work needs or medical needs. Additionally, faculty and staff can park in the general parking area at Gilbane as well as the new 266 space facility that is part of the Miller Center, Lakeside campus by requesting a Gilbane parking permit. Shuttle service from the Gilbane lot to the Campus is provided by Mountain Transit through an agreement between Mountain Transit and Champlain College. The parking and shuttle at Gilbane are provided at no cost to Champlain constituents; however shuttle riders must show a Champlain ID to ride for free.
4. It should also be noted that as of 11/15/13, 299 of our permits are day permits for Lakeside and another 213 are assigned to the Gilbane lot. In both cases, these vehicles are mostly off campus during the 8am-4pm time period. The campus workers who are outsourced, such as Sodhexo employees, are issued permits to Lakeside to minimize their impact on the Hill.

SEC. 8.3.3 VEHICLE FLEET

The Champlain College Physical Plant has 14 vehicles that are owned or leased for department use; 4 vans, 3 SUVs and 7 trucks. A complete list of vehicles is available upon request.

Champlain College maintains a Fleet Safety Program where it establishes guidelines and procedures to be followed to protect the safety of individuals operating any motor vehicle on company business. This document is available upon request.

SEC. 8.3.3 PROGRAMS, POLICIES, AND INCENTIVES

Champlain College, as a part of the permit application submitted to the City of Burlington and to the District 4 of Act 250 District Commission, developed a parking plan that was implemented for the fall 2003 term. This parking management plan was patterned after other established CATMA parking programs. It incorporates off-site, satellite parking, issuance of parking permits, imposition of fees for parking permits, and the development of parking zones tied to each of three permit types: on-campus parking lots, on-street parking and off-site parking. Not everyone is permitted to park within the core campus. Champlain College has 200 spaces for overnight parking at the Gilbane lot.

Off-Site Parking:

We continue to require all residential students with vehicles to park them off campus at the Gilbane site and access the College by shuttles that serve this area. To encourage use of this lot, we expanded the shuttle with Mountain Transit scheduled from 9pm to 12 midnight Monday through Thursday and added a Saturday and Sunday shuttle from 11am-8pm so students can return their vehicle to the lot prior to Monday mornings. This also includes shuttle coverage to Spinner Place in Winooski by Mountain Transit Monday through Friday, starting at 7am. All students living at Quarry Hill, Spinner Place and resident students holding a Gilbane lot permit are automatically enrolled in CATMA's Emergency Ride Home Program. Each of these

students receive a Commute Smart Card from CATMA that provides a free taxi rides between main campus, Quarry Hill, Spinner Place and Gilbane lot whenever the Mountain Transit shuttles are not running.

Unlimited Access:

After a very successful one-month pilot of the CATMA Unlimited Access program in April 2006, Champlain College joined the program with the start of the fall 2006 semester. The CATMA Unlimited Access program is a partnership between CCTA and CATMA, which offers FREE bus rides on all CCTA routes, including the LINK Express routes, to all faculty, staff, employees and students. All Champlain College faculty, staff and employees as well as residential and commuter students can now ride any CCTA bus for FREE by showing the bus driver their Champlain College ID, then swiping the ID through the fare box card reader on the bus.

The Unlimited Access Program is part of CATMA's and its members' efforts to reduce the number of vehicles on the "Hill". It was our hope that with the implementation of Unlimited Access at Champlain College, employees and students would consider leaving their cars at home and take the bus to work, to class, to shop, to eat, or simply to do errands.

This generous action on the part of the College eliminated almost 15,000 vehicle trips into the greater Burlington area over the first 10 months of the program. Based on the tremendous success of this program, the College continued to offer it during the 2007-2008 school year to promote transit use among our faculty and staff. The success of this program continued with almost 20,000 rides over that time period. During the 2008-09 school year, 32,146 riders took advantage of this program: a tremendous success and one we continued to promote during the 2009-10 school year when we added another 36,958. During the 2010-2011 school year an additional 41,371 affiliates used this transportation option for a total of more than 145,000 riders since the program's inception. The 39,260 riders we picked up in 2011-12 brought our total up to more than 184,000 riders. During the 2012-2013 time period another 36,618 rides were attributable to this policy bringing our total since the implementation of the program to almost 225,000 riders.

On-Campus Shuttles:

In recognition of the fact that Champlain College students residing at Spinner Place would require efficient transport to the main campus, the College has been providing shuttle service from Spinner Place to the main campus since it began to house students there in the fall of 2006. Currently, the shuttle contract is with Mountain Transit. From September 2006 through May 2007, shuttles between Spinner Place, the College campus and the Gilbane off-site parking lot accounted for more than 26,000 shuttle rides. From September 2007 through July 2008 we saw ridership increase to 52,319 trips. The tremendous success continued into the 2008-2009 school year, when ridership reached 70,445 for that time period and reaching 78,884 for the 2009-10 school year. An additional 85,000 riders rode the Spinner shuttles in 2010-2011, marking a huge success in which over 312,000 vehicle trips to the campus from Spinner Place since Fall 2006 have been eliminated. We continued to add to this total in 2011-12 when another 82,000 riders brought our overall total up to almost 400,000 riders. By the end of the 2012-2013 school year we are just short of reaching the half a million rider milestone having added to our total the approximate same total as the year before.

To continue to encourage our students to ride the shuttles, Champlain College partnered with CCTA in 2007 to build and install 2 new bus shelters on Maple Street to protect our shuttle riders from weather elements.

We also introduced a GPS tracking system during the Fall of 2007 that allows students to determine when the next bus will be coming and increased ridership accordingly.

Also through CATMA, the College's students and employees can ride on the University of Vermont's off-campus evening loop (CATS) buses at no charge. This has provided Champlain College affiliates with free and reliable access to the University of Vermont campus as well as the Burlington downtown area.

CarShare VT:

The nonprofit car sharing organization officially launched in the Burlington area in December 2008. Through CATMA's partnership with CarShare Vermont, Champlain College hosts a pod location with one Subaru Impreza and one Toyota Prius, and University of Vermont's hosts two Subaru Imprezas on their campus. CarShare VT offers 8 additional pod locations within the City of Burlington. Membership in CarShare Vermont is open to anyone over the age of 18, with some restrictions. All the vehicles are available to anyone registered as a member of CarShare.

This partnership includes a strategic marketing and outreach plan targeted at students, faculty and staff. This plan includes: email broadcasts, brochures and flyers, orientation packets, links on the CATMA and Champlain web pages, campus tours and campus communications. The CarShare program is also promoted through presentation on campus and a variety of tabling events: student orientation, faculty & staff tax-day breakfast, RAs resource fair, Student Ambassador Training, Brown Bag Lunch for faculty & staff and staff Council. CarShare has sponsored a \$10.00 free driving promotion for all Champlain students in August 2009, 50% off application fee for students in October 2009, and in Fall 2010 offered Champlain and UVM students \$15 in free driving credit upon sign up. In addition to its student and faculty members CarShare Vermont has two department memberships. In mid-October 2011, a new academic year pilot promotion was launched to encourage new membership in CarShare Vermont. All full-time students, faculty and staff are eligible for a waived \$150 annual membership fee for CarShare Vermont's Share-A-Lot plan. This promotion has continued through the 2012-2013 academic year.

Commuter Challenge:

In May of 2008, Champlain College won first place in the Way To Go Commuter Challenge. The Challenge, started in 2006 as part of Way To Go Week, encourages the use of alternative modes of transportation. Awards go to the business with the highest percent of employees registered in the event, broken out into groups based on the total number of employees from micro to giant (under 2 to over 1,000). Although Champlain did not receive an award during the 2009 Challenge, it is worth noting that there was a 62% increase in the number of employees registered. It is also worth noting that in 2009 the date of Way To Go, May 4-8, was during senior week, when significantly fewer faculty and staff are on campus. In 2011 and again in 2012 Champlain received Honorable Mention in the, Way To Go Commuter Challenge, held May. In 2013, Champlain received an award for placing second in participation overall for a mid-size employer and had a 22% increase in participation from last year. The challenge was conducted in the Fall of 2013, as well, during the second week in October. Champlain College won first place in the University/College category for participation.

Since September 2006, Champlain College has received the annual Best Workplaces for CommutersSM designation by the U.S. Environmental Protection Agency (EPA) and the U.S. Department of Transportation (DOT). Best Workplaces for CommutersSM a voluntary partnership program designed to cut traffic

congestion and traffic-related air pollution, recognizes employers that provide environmentally friendly commuter benefits to employees. Through Champlain College's membership in the Campus Area Transportation Management Association (CATMA) the private College is able to offer an array of benefits, including Unlimited Access, that help their employees pursue environmentally friendly and cost-effective commuting strategies. Offering these commuter benefits identifies Champlain College as an organization committed to reducing pollution, commuting costs, traffic congestion, and employee stress caused by single-occupant vehicle commuting. Champlain College joins two other CATMA members, Fletcher Allen and the University of Vermont, along with CATMA on the list as Best Workplaces for CommutersSM.

Carpool:

As a member of CATMA, employees at the College can participate in "RidesWork", a confidential carpool matching service and the Emergency Ride Home (ERH) program, which provides a free taxi ride home in an emergency to everyone registered with CATMA as an alternate commuter. There are currently 73 Champlain College employees registered with CATMA in the ERH program.

Bike/Walk:

All faculty and staff of Champlain College who agree to bike or walk to and from work at least three days a week on a consecutive basis are eligible for the program. There are 54 employees registered in the Bike/Walk program. A complete description of all the CATMA TDM programs and services, which are available to Champlain College constituents, can be found in the CATMA section of this chapter. The College continues to encourage the use of bicycles during warm months and has daytime storage rack space for employee and student bicycles.

SEC. 8.3.3 MONITORING, COMPLIANCE AND ENFORCEMENT SYSTEMS

The Champlain College security staff monitors all campus lots. Patrols are made randomly to deter vandalism, assist motorists, and to ensure that all parking regulations are enforced. On Street patrols of contiguous streets are also performed regularly. Additionally, Champlain College provides security at the Lakeside/Gilbane lot from dusk to midnight weeknights and weekends when classes are in session.

We continue increased patrols of the streets contiguous to our campus core in support of the normal patrol activities of the Burlington Police Department, and they are contacted immediately if a vehicle is spotted parked in a "Residents Only" area or is blocking the driveway of a neighbor. We have also continued ticketing Champlain College affiliated vehicles that are left on street overnight by running their license plates through the police department and then matching the address of the owner with our records.

Our Security officers have been diligent about enforcing the new regulations. As a result, we continue to see improvement in the levels of voluntary compliance as our community adapts to our rules and regulations.

Beginning in the Fall semester of 2006, Champlain College partnered with a nationally known ticketing management company called IPARQ. We purchased the necessary software to automate much of the collection function including the ability to turn unpaid tickets over to Student Accounts. Those tickets are now added to student bills making it impossible to avoid paying a valid ticket. This investment has increased collections of tickets during the 2006-07 school year by 63% to \$57,390.00. During the 2007-08 school year, we collected \$44,175.00 bringing our 2-year total to \$101,565.00. The previous best 2 years we ever had in collections prior to this was the 2004-2006 period, when we collected \$56,000.00.

Our efforts continued into 2008-2009. By the end of Spring Semester 2009 we had collected \$57,195.00 in parking fines reflecting the commitment of Champlain College to continue to enforce our regulations. During the 2009-2010 school year we added another \$42,165.00 to the total of collected fines since 2004 for a total of \$256,925.00 over that time period; fall 2004 through spring of 2010. With \$38,550.00 added to ticket collections during the 2010-2011 school year the total amount of parking fines collected since the parking plan was adopted in Fall 2006 is \$295,475.00 and the total increased to \$346,540.00 with the \$51,065.00 we collected during the 2011-12 school year. We did expect to see a reduction in the number of tickets issued for Fall 2013 because so many staff and commuters are parking at the shuttle lots instead of the Hill. This proved to be true as so far this semester, as of December 9, 2013 we have collected a total of \$16,580.00 in fines with an additional \$5775.00 in open tickets that have yet to be paid.

ATTACHMENTS

Additional materials documenting Champlain College's facilities and policies are provided in the Appendix.

5.3 | FLETCHER ALLEN HEALTH CARE ANNUAL UPDATE

SEC.8.3.3 (A) EMPLOYMENT

Fletcher Allen (FA) employs a total of 5,758 individuals associated with the Burlington campuses. The majority of these employees are assigned to the Medical Center Campus, the UHC Campus, and One Burlington Square, which are all located in the City of Burlington. There are an additional 1,121 non-paid staff, all at the Medical Center Campus (MCC). The breakdown is shown in the table below.

TABLE 49: FAHC EMPLOYMENT NUMBERS

PAID EMPLOYEES		MCC	UHC	Downtown Burlington*
Full-time	Day shift	2,435	448	310
	Evening shift	347	6	10
	Night shift	464	6	5
	FT Un-ID'd shift**	186	48	2
Total Full-Time		3,432	508	327
Part-time	Day shift	491	70	14
	Evening shift	106	4	7
	Night shift	101	0	0
	FT Un-ID'd shift**	38	3	0
Total Part-Time		736	77	21
Total Employees by Site		4,168	585	348
Total FT & PT employees, all sites		5,101		
Per diem, all sites		657		
Total Employees		5,758		

*Downtown Burlington numbers include One Burlington Square, 95 St. Paul Street, Corporate Plaza & 128 Lakeside Avenue.

**Unidentified shift employees are most likely day-shift.

TABLE 50: FAHC NON-PAID STAFF

NON-PAID STAFF (all at Medical Center Campus)	
Physicians with Privileges*	194
Retired Physicians	190
Volunteers	737
TOTAL NON-PAID STAFF	1,121

*Including Visiting/ Consulting Physicians

SEC. 8.3.3 (B) PARKING DEMAND

Peak Parking Demand:

The total parking demand is tied directly to the availability of empty spaces. The total number of parked vehicles as well as vacant spaces were counted for each parking lot and summarized by zone. These counts

represent an average of the counts taken over a three-day period at both the AM and PM peak demand period and demonstrate a surplus of 274 spaces for Medical Center in AM Peak, 83 for the PM Peak. Further, there was a surplus of 84 spaces on the UHC campus in the AM Peak, 93 in the PM Peak. Please note these do not include either the loading docks or the Emergency parking lot, or the surface lot on the west side of the McClure garage (service vehicle parking).

TABLE 51: FAHC PARKING LOT CAPACITIES AND EMPTY SPACE COUNTS, MEDICAL CENTER

FA Peak Demand Lot Counts – Fall 2013		Medical Center Campus		
AM Peak	Capacity	Occupied Spaces Peak Demand	Empty Spaces	Percent Full
ACC Garage *	1074	876	198	82%
McClure Garage	302	261	41	86%
South Lot	425	396	29	93%
UVM Centennial Lot	200	194	6	97%
Total for AM Peak	2001	1727	274	86%
Total PM Peak				
ACC Garage	1224	1141	83	93%

*There are an additional 150 spaces in the ACC garage in the AM, which are set aside for evening shift and therefore unavailable for use by employees before 3:00 pm. This count fluctuates depending on events/ activities on campus.

TABLE 52: FAHC PARKING LOT CAPACITIES AND EMPTY SPACE COUNTS, UHC

FA Peak Demand Lot Counts – Fall 2013		UHC Campus		
AM Peak	Capacity	Occupied Spaces Peak Demand	Empty Spaces	Percent Full
Lot A	47	31	16	66%
Lot B	178	139	39	78%
Lot D	197	193	4	98%
Pearl Street lot	35	19	16	54%
Taft School lot	58	49	9	84%
Total for AM Peak	515	431	84	84%
PM Peak	Capacity	Occupied Spaces Peak Demand	Empty Spaces	Percent Full
Lot A	47	26	21	55%
Lot B	178	146	32	82%
Lot D	197	184	13	93%
Pearl Street lot	35	15	20	42%
Taft School lot	58	51	7	88%
Total PM Peak	515	422	93	82%

Note: The above data is a 3-day snapshot of parking counts for the Medical Center Campus (MCC) and the UHC Campus. There are times during peak parking days when all on-site parking lots are full.

TABLE 53: FAHC EXISTING PARKING SPACES, MEDICAL CENTER

Existing Spaces: Medical Center Campus	
ACC Garage	1,224
ACC Loading Dock	21
E.R. Lot (2 handicap spaces)	47
McClure Parking Garage (15 surface lot spaces)	317
Patrick Loading Dock	9
South Lot (include 6 spaces at Hope Lodge, does not include UVM spaces)	425
Total Medical Center Campus On Site	2,043

There are an additional 66 spaces in the South Lot, which are currently leased to UVM.

TABLE 54: FAHC EXISTING PARKING SPACES, UHC

Existing Spaces: UHC Campus	
Lot A (horseshoe/ 27 handicap spaces)	47
Lot B (patient)	178
Lot D (employee lot)	197
Pearl Street (employee lot)	35
Taft School (leased)	58
Total UHC On Site	515

TABLE 55: FAHC EXISTING SATELLITE PARKING SPACES

Satellite Lots / Off-site parking	
General Dynamics/Gilbane Lot* (One Burlington Square employees)	25
UVM Catamount East (Medical Center employees)	285
UVM Gutterson (Medical Center employees)	176
UVM Centennial (Medical Center & UHC employees)	200
UVM Jeffords Lot	100
Wyndham Garage (One Burlington Square employees)	135
95 St. Paul Street	16
One Burlington Square (handicap spaces)	6
Corporate Plaza	22
Fanny Allen Campus (Medical Center & UHC employees)	155
Total Satellite / Off-site Parking	1,120

*Leased Parking Spaces for Medical Center, UHC, One Burl. Sq. and Corporate Plaza employees

Vehicle Permits:

The current breakdown of vehicle permits issued by Medical Center is as follows:

TABLE 56: FAHC VEHICLE PERMITS

Vehicle Permits: Medical Center	
ACC permits	395
McClure Residents, Nurse practitioners, Phys Assistants, Midwives	592
Physicians (ACC permits)	1,128
Carpools (762 participants)	406
Business Needs	125
Fanny Allen Shuttle Lot	414
Fanny Allen / Rotators	368
UVM Gutterson / Day	276
UVM Gutterson / Rotators	81
Centennial / Day	221
Centennial / Rotators	82
South Lot	422
UVM Catamount East / Day	415
UVM Catamount East / Rotators	147
UVM Jeffords Lot / Day	127
UVM Jeffords Lot / Rotators	35
Evening / Night	1,095
Total Vehicle Permits	6,329

All employee vehicles must display a current Fletcher Allen parking permit for the parking lot to which they are assigned. The permits are color coded to quickly identify the shift the registered employee is assigned to work and the lot the employee is to park in. The lots are patrolled by the Fletcher Allen Security staff

At the Fletcher Allen UHC campus, 85% of all parking involves patient and visitor parking. Employee parking on-site is not routinely available. Only the most senior staff and those employees who use their vehicles for business or who carpool (2 persons minimum) is permitted to park on-site on any given day. All other employees must use satellite parking facilities. (All Physicians are allowed to park on-site). Additionally, Fletcher Allen employees working at One Burlington Square are offered free parking at the Gilbane lot off Lakeside Ave and ride Fletcher Allen shuttle to/from One Burlington Square, and are enrolled in CATMA's Emergency Ride Home program.

SEC. 8.3.3 (C) VEHICLE FLEET

Fletcher Allen owns or leases approximately 56 vehicles, which are managed by the supervisor of Fletcher Allen's Courier and Automotive Services department. Vehicles in the fleet include ambulances (5), passenger vans (10), cargo vans (7), trucks (13), sedans (8), tractors (4), and trailers (2). A complete list of Fletcher Allen vehicles is available upon request.

Fletcher Allen Parking Management

Fletcher Allen's parking program is managed by the Fletcher Allen Security Department. Fletcher Allen utilizes a variety of tools to assign, manage, and enforce parking. These tools are described in the attached policies and include:

- Parking registration forms - including business needs, medical needs, and emergency on-call
- Color coded parking permits – assigned based on parking lot assignment
- Parking tickets – issues to parking policy violators

SEC. 8.3.3 (D) PROGRAMS, POLICIES, AND INCENTIVES

Fletcher Allen is concerned about increasing parking needs, and has implemented a number of actions and programs to provide positive incentives to help reduce parking demand.

Transit Passes and Discounts

Since the early 1980's, CCTA busses on the Burlington/Essex Route have served Fletcher Allen's Medical Center campus. To facilitate bus access, Fletcher Allen widened the intersection and entrance road from Colchester Ave. and Hospital Dr. to service bus passengers. The CCTA buses on the Burlington/Essex route, the College Street Shuttle route and the LINK Express routes all stop at the ACC entrance. Since spring 1995, Fletcher Allen has subsidized the cost of CCTA bus passes for employees choosing to ride the bus. Fletcher Allen offers the 50% subsidy on local CCTA bus routes and a 25% subsidy on all LINK Express routes. In addition, Fletcher Allen offers all employees a 25% subsidy on Lake Champlain Ferry passes. Passes for both CCTA and the Lake Champlain Ferry are sold to employees at the Security offices on the Medical Center Campus and the UHC campus. Payroll deduction is available.

TABLE 57: FAHC TRANSIT SUBSIDIES

Current Participation in Subsidized Bus Pass Program	Average Bus Passes Sold Per Month
CCTA Local Service: Monthly Pass	34
CCTA Local Service, Senior/Disabled: Monthly	9
CCTALocal Service: 10 Ride Pass	98
CCTA Local Service Senior/Disabled: 10 Ride Pass	15
CCTA LINK Express: Monthly Pass	8
CCTA LINK Express Local Commuter: Monthly Pass	3
CCTA LINK Express: 10 Ride Pass	74
CCTALINK Express Local Commuter: 10 Ride Pass	27
Champlain Ferry: Car and Driver Monthly Pass	110
Champlain Ferry: Passenger 10 Ride	28
Champlain Ferry: Motorcycle 20 Ride	5

Carpool: Carpooling has occurred for a number of years at Fletcher Allen. There are 400 Fletcher Allen employees registered with CATMA as carpoolers. These individuals are in addition to the 762 registered participants with Fletcher Allen. All carpoolers are eligible for CATMA including the Emergency Ride Home (ERH) Program as well as incentives provided by Fletcher Allen. Currently, there are 1200 Fletcher Allen employees registered with CATMA and/or looking for a carpool in the ERH Program. Through CATMA, FA participates in "RidesWork", a free, confidential carpool matching service. Carpool listings and registration is available on the CATMA web site where they are updated regularly. FA carpools with at least two occupants may park on-site in the Medical Center South lot, on-site at UHC or they can park in the satellite lot of their choice. Fletcher Allen continues to offer 50¢ gas coupons for each registered Fletcher Allen employee on a day that they carpool with other Fletcher Allen employees.

Bike/Walk

In May of 2001 CATMA launched a Bike/Walk Reward Program for its member institutions. All Fletcher Allen employees who bike or walk to/from Medical Center campus, UHC, or One Burlington Square are eligible to join. Participants who commit to walking or biking to and from work at least three days a week are eligible to register in the program. At the end of each month, CATMA invoices FA Wellness for the number of \$15.00 gift cards issued to FA employees. As of the end of October 2014, FA has reimbursed CATMA for gift cards totally \$89,770.00 since 2001.

The Bike/Walk program, along with all the other TDM programs offered through Fletcher Allen and CATMA, led to the EPA's placing FA on the first-ever list of New England's Best Workplace for Commuters in October 2003. Fletcher Allen received this designation by meeting a National Standard of Excellence. The designation spotlights employers that are committed to reducing traffic and air pollution and improving quality of life for their commuters. In addition, Fletcher Allen also received a Bicycle Friendly Business designation from the American League of Bicyclists, in part due to CATMA membership and participation in Bike/Walk Reward program. In 2006, the oversight and funding for the Bike/Walk Program moved from Fletcher Allen Security to the Wellness Department. This move reflects the strong tie created between CATMA and our Wellness programs. In August 2006, CATMA and Fletcher Allen were honored with a first prize in the Association for Commuter Transportation (ACT) International Award. ACT annually honors

outstanding achievements and recognizes significant contributions made by individuals and organizations to commuter transportation management. The nomination submitted: Partnership Campaign: Connecting Commuting Alternatives and Wellness, highlighted the partnership established between FA's Wellness department and CATMA and the positive results from that partnership. A complete description of all the CATMA TDM programs and services, which are available to FA constituents, can be found in the CATMA section of this Plan.

Commuter Challenge

Fletcher Allen continues to take part in the annual Way-to-Go Commuter Challenge. For the May 2008 event, Fletcher Allen set a goal to get 350 employees to participate, up from the 191 who registered to participate in 2007. The final number of Fletcher Allen registrants for 2008 was 398, which won Fletcher Allen the First Place award for the largest percent of employees participating in the Major Employer category. In 2009, 418 Fletcher Allen employees participated, which once again won the First Place award for the largest percent of employees participating in the Major Employer Category. In 2010, 359 Fletcher Allen employees participated, and was awarded Honorable Mention in the Major Employer Category. Fletcher Allen once again won First Place for macro employer during the 2012 WTG Challenge, for the second year in a row, with 425 registered employees. Fletcher Allen, along with Champlain College and UVM, was recognized in the spring 2013 event as a top business participant in the macro employer category with 369 participants.

In 1996, Fletcher Allen entered into an agreement with CCTA and the City of Burlington to expand the route of the College Street Shuttle so that it services FA employees at One Burlington Square and serves both the UHC and the Medical Center campuses. This increase in service benefits both our constituents and staff in their need to travel between campuses.

Fletcher Allen provides updates and publicizes the various parking demand reduction programs to in-house constituencies through a number of methods, including Fletcher Allen One, Fletcher Allen Parking Policy, Employee Benefits Guide and email communications.

SEC. 8.3.3 (E) MONITORING, COMPLIANCE AND ENFORCEMENT SYSTEMS

All parking lots are patrolled by the Fletcher Allen Security Staff.

ATTACHMENTS

Additional materials documenting FAHC's facilities and policies are provided in the Appendix.

5.4 | UNIVERSITY OF VERMONT ANNUAL UPDATE

SEC. 8.3.3 (A) EMPLOYMENT AND ENROLLMENT

Fall Employment

The University of Vermont employs 3,917 individuals. The total staff number of 2,373 includes 2,205 full-time and 168 part-time employees. The total faculty number of 1,544 includes 1,241 full-time faculty and 303 part-time instructors. Additionally, there are 884 clinical professors primarily in the College of Medicine. College of Medicine faculty now includes Residents, Interns and Clinicians who are part of the expanded medical care plan of BCBS and Fletcher Allen (not all of these individuals are located on campus).

Fall Enrollment

The full time equivalent students for the academic year 2013-2014 fall semester is as follows: (Please note: Fall enrollment numbers are typically higher than the academic year numbers.)

Undergraduate	9,970
Graduate & Certificate	1,357
Medical Students	454
Non-degree Cont. Education	942
Total (All Students)	12,723

Less than half (42%) of graduate students are part-time, attending classes which are offered after 4:00 p.m. and evenings, or at off campus locations, to accommodate students’ employment schedules and transportation constraints.

SEC. 8.3.3 (B) PARKING DEMAND

Existing Spaces

The University’s on campus parking inventory is now 5,351 spaces, including parking for University affiliates, visitors, service and delivery vehicles, and designated handicap drivers.

The current capacity figures exclude parking located at the University Farm and Bio-Research complexes on Spear St. Also excluded in the capacity listing are small garages located within the defined Burlington boundary of the campus.

Peak Parking Demand

The total parking demand is tied directly to the availability of empty spaces. The total number of parked vehicles as well as vacant spaces were counted for each parking lot and summarized by zone. These counts were taken in October 2013 and represent a typical day during peak demand and demonstrate a surplus of 817 spaces, with 236 of those in the core campus. This fall the number of surplus spaces on campus has decreased by approximately 6% with the majority of the decrease in the commuter and core east.

TABLE 58: UVM PARKING LOT CAPACITIES AND EMPTY SPACE COUNT

Zone	Capacity	Occupied Spaces*	Empty Spaces	Percent Full
Athletic Commuter	1,793	1,457	336	81.3%
Core Central	66	59	7	89.4%
Core East	892	791	101	88.7%
Core North	374	313	61	83.7%
Core South	191**	159	32	83.2%
Core West	367	332	35	90.4%
Commuter Lots	764	755	9	98.8%
Redstone	592	433	159	73.1%
Trinity	312	235	77	75.3%
TOTALS	5,351	4,534	817	85.0%

*Peak Demand Time

**Decrease in 3 spaces due to change in 61 Summit

TABLE 59: UVM EXISTING SPACES BY LOT

Lot	Faculty / Staff	H-cap	Leased	Comm Student	Resident Student	Short Term	Univ Bus	Visitor	Grand Total
12/16 Colchester Avenue	14	2					1		17
23 Mansfield Avenue	23	1					1		25
146 South Williams	12	1							13
178 South Prospect	3								3
280 East Avenue	7	2				1	6	4	20
284 East Avenue	40	1				1	21		63
31 South Prospect	4								4
322 South Prospect	9	1						3	13
34 South Williams	4	1							5
438 College Street	5	1							6
460 South Prospect	3								3
601 Main Street	18	3							21
61 Summit*	4								4
70 South Williams	37	1				1			39
86 South Williams	6	1							8
Admissions	13	2						12	27
Aiken Loading Dock						1	2		3
Allen House	109	4				2	2		117
Bailey Howe North		5				2	12		19
Bailey Howe South		3							3

Beaumont Lot			66					66
Billings						2		2
Bittersweet		1						1
Blundell East		1		31		1	2	35
Blundell West	8							8
Cage Heating	9							9
Catamount East			285					285
Catamount West			82					82
Catamount West Fac/ Staff	26					2		28
Centennial			200	10				210
Chittenden Buckham Wills		3		80	3	1	2	89
Christie		1		38	2	2		43
Church Lot	15							15
College St Visitor Lot	23	1				2	34	60
Compound	76							76
Coolidge		1			5	2	2	10
Cottages		1		9				10
Davis Oval		6			8			14
Davis Lot		1		95	1	6		103
Delahanty	42							42
Dewey	38	2				1		41
Fleming		1				1	13	15
Fletcher Place	10	2				3		15
Given	280	6			3	7		296
Grassemount	20	1				2	3	26
Gutterson Bottom Garage			244			7		251
Gutterson Bottom Surface			176					176
Gutterson Middle Garage			328					328
Gutterson Upper Garage			292				36	328
Gutterson Upper Surface			34				36	70
Gutterson Faculty/Staff	61	8				10		79
Gutterson Zamboni Area		2				1		3
P.F.G. Circle		13			4	1		18
Harris West		2						2
Harris/ Millis				122	1	2		125
Hills		2			1	8		11
Hunt		1		41		1		43
Jeanne Mance		1		48	1	1		51

Jeffords Lot	333	4							337
Jeffords Meters						4			4
Jeffords East Lot	99								99
Jeffords Visitor Lot								61	61
Lafayette/ Old Mill		2				1	2		5
Living/ Learning Fac/ Staff	37	5				2	9		53
Mann North	3	5					1		9
Mann South							2	4	6
Marsh Life Science		3				2	2		7
Marsh/Austin/ Tupper		3		108		2	5		118
Mason	5	3		8		2	2		20
Mcauley		1		6		1			8
Mercy		1		69		2	2		75
Morrill		5				3	4		12
Music	19	2				1	1		23
Robinson	38	2							40
Simpson				44		6	2		52
Slade				8		1	1		10
Southwick		1		82		1	5		89
Stafford Roadway		9					3		12
U-Heights North	37								37
U-Heights North two							4		4
U-Heights South				56					56
U-Heights South Three	4	2				2	1		9
U-Heights Street	27								27
Trinity North Lot				84			7	6	97
Villa	7								7
Votey	116	8				5	5		134
Waterman	161	8				4	17		190
Wheeler	50	1					4		55
Wing				108		2	1		111
Wright/ Patterson		2		11		2	2		17
Grand Total	1,855	154	661	1,228	964	80	191	218	5,351

Vehicle Permits

The number of vehicle permits issued by the University is:

Faculty/Staff	2,958
Commuter Students	598
Residential Students	1,040
Total Permits.....	4,596

Fletcher Allen Contract Spaces

The University has agreements for leasing spaces to Fletcher Allen. Spaces leased by institutions as follows:

FA - at Centennial.....	200
FA - Catamount East Lot	285
FA- Gutterson Lower Surface.....	176
FA- Jeffords East Lot.....	99
Total Contract Spaces	760

The numbers of parking spaces reported this year essentially remains the same as last year. This year there has been a decrease in surplus spaces on campus with about a 6% decrease during peak times. The vast majority of this decrease is within the commuter campuses which is attributed partially to significant decrease in student enrollment over last year. This has enabled the University to further expand annual parking lot leases with CATMA member institutions. While employees registered for campus parking continues to be the same as last year, there has been a shift in more residential student parking permit registrations and a decrease in commuter student parking permit registrations.

SEC. 8.3.3 (C) VEHICLE FLEET

The University of Vermont owns or leases a total of 246 vehicles (in the city of Burlington). A complete list of UVM vehicles is available upon request.

Garages

The University of Vermont uses a total of 30 storage and vehicle garages located in Burlington as listed below:

Building Name	Location
Pomeroy Garage	491 Main Street
Dewey Garage	8 North Prospect Street
178 South Prospect Street	178 South Prospect Street
460 South Prospect Street	460 South Prospect Street
466 So. Prospect Street Barn (2)	466 So. Prospect Street
474 South Prospect Street	474 South Prospect Street
BRC Feed Storage Barn (6)	657 Spear Street
AG Science Storage (5)	Williston Road
CFC Grounds Garage	Centennial Field

CFC Baseball Stands (3)	Centennial Field
284 East Avenue	284 East Avenue
86 South Williams Garage	86 South Williams Street
Englesby Garage	112 South Williams Street
34 South Williams Garage	34 South Williams Street
151 South Prospect Garage	151 South Prospect Street
308 South Prospect Street	308 South Prospect Street
322 South Prospect Street	322 South Prospect Street
448 South Prospect Street	448 South Prospect Street

SEC. 8.3.3 (D) PROGRAMS, POLICIES, AND INCENTIVES

The following is a list of TDM programs the University offers. Most are through the CATMA office, though the Occasional Use Parking Permits program, UVM Bike Share, and the integration of MegaBus and Greyhound on campus are part of the University’s effort to complement TDM programs.

Unlimited Access

The University fully subsidizes transit for both the CCTA local and LINK Express routes through CATMA’s Unlimited Access Program, a partnership between CCTA and CATMA. Ridership had a slight increase per month for the same period last year. This Unlimited Access Program, along with all the other TDM programs offered through UVM and CATMA, led to the EPA’s continued designation of UVM as one of New England’s Best Workplace for Commuters. UVM received this designation by meeting a National Standard of Excellence. The designation spotlights employers that are committed to reducing traffic and air pollution and improving quality of life for their commuters.

Commuter Challenge

UVM participates in the annual statewide Way to Go! Commuter Challenge typically held in mid-May. UVM fares well in this challenge, considering it takes place after commencement. The Way To Go! Commuter Challenge was implemented in 2006 as part of Way To Go Week. The awards go to businesses with the highest percentage of employees registered for the event. The challenge encourages use of alternative modes of transportation during the week, hoping people will continue beyond. UVM won 1st place in 2006 and 2007 in the Major Employer category (1,000+ employees) and an Honorable Mention in both 2008 and 2009. UVM, along with Champlain College and Fletcher Allen, was recognized in the spring 2013 event as a top business participant in the macro employer category with 238 participants.

Carpool

Currently, the University has 48 registered carpools, with 135 participants. There are 142 UVM employees registered with CATMA as carpoolers. These individuals are in addition to the 135 registered participants with UVM. All carpoolers are eligible for CATMA’s programs, including the Emergency Ride Home (ERH), as well as incentives provided by UVM. As incentive to rideshare, carpools with three or more participants receive one free hangtag for Green Zone parking. Carpools with two or more participants receive one free

Peripheral hangtag. These hangtags are transferable among the pool members. All members are eligible to participate in the Occasional Use Program. Participation in CATMA's "RidesWork" program, a free confidential carpool matching service, supports potential carpool membership. Carpool listings and registration forms are available on the CATMA web site and are updated regularly.

Occasional Use Parking Permits

The University began issuing occasional use parking permits in the Spring of 2008 as a pilot program, and formalized the offering in the fall of 2009. This allows program participants free or reduced parking, depending upon eligibility. This program encourages the use of CATMA programs by allowing participants access to parking as needed. We have 252 faculty, staff and student participants registered to date and continue to promote the program.

CarShare Vermont

CarShare Vermont officially launched on December 15, 2008. The University, through CATMA is currently hosting two vehicles on campus as part of the CarShare Vermont initiative. Both vehicles, Subaru Imprezas, are available to all members of our community who join CarShare Vermont. This service is available to all students as well as faculty and staff. CarShare Vermont, along with CATMA and UVM, continue to collaborate on promoting CarShare in a variety of ways. Over the past year, flyers, brochures and table tents have been placed around campus. Additionally, articles have appeared on Listserve postings as well as in UVM newspapers and newsletters. CarShare representatives tabled at several UVM events including Focus The Nation, all UVM first-year orientations, new student medical resident orientation, new faculty and staff orientation, class picnic, UVM Farmer's market, move-in day, and UVM activities fair. Information was distributed through Eco-Reps, class presentations, student welcome bags, and the cars were a stop on campus tours. In mid-October 2011, a new academic year pilot promotion was launched to encourage new membership in CarShare Vermont. All full-time students, faculty and staff are eligible for a waived \$150 annual membership fee for CarShare Vermont's Share-A-Lot plan. This program continues through the 2013-2014 academic year.

Bike/Walk

Any employee who commits to walking or biking to and from work at least three days a week on a consecutive basis, can register in the CATMA Bike/Walk Rewards program. There are over 547 UVM employees registered in the Bike/Walk Program, with an average of 105 monthly participants.

Emergency Ride Home (ERH)

Employees who register with CATMA as using a commute mode other than the single occupancy vehicle (S.O.V.) at least two days a week is issued a Commute Smart Card, which will provide a free taxi ride home in an emergency. Once registered in the Emergency Ride Home program, all registrant's names are included in the monthly drawings for gift certificates to downtown Burlington restaurants. As of October 2013, there were 798 UVM employees registered with CATMA in the ERH program. A complete description of all the CATMA TDM programs and services, which are available to UVM constituents, can be found in the CATMA section of this Plan.

Bike Ways

Bicycle use is encouraged with the establishment of UVM’s bikeway network and management. UVM students now have a fully recognized club, The Bicycle Users Group (BUG). The Director of Transportation and Parking Services serves as the faculty/staff advisor for the BUG and created the Bicycle Advisory Group (BAG) to the existing Transportation and Parking Services Advisory Committee (TAPSAC) as resource and advisory panel to the student run BUG with the intent of connecting the student effort to the universities overall master plan. Additionally, the University continues to take a leading role in the region facilitating new bikeway construction by offering right-of-way licenses over University property wherever possible. In the Fall of 2011 the League of American Bicyclists selected the University of Vermont as one of the nation’s most “Bicycle Friendly Universities.” The University is currently working on upgrading to Silver. UVM is in the process of creating a bicycle master plan as part of the University Campus Master Plan Active Transportation section, which will assist in formalizing the University vision for cycling on campus going forward.

SEC. 8.3.3 (E) MONITORING, COMPLIANCE AND ENFORCEMENT SYSTEMS

UVM Transportation and Parking Services issued 23,286 parking citations in FY2013; a little more than half of these (12,087) were for parking without a permit.

Parking and traffic regulations are enforced using a system of warnings, citations, and/ or towing. Traffic citations may either be presented to the owner/operator, placed on the vehicle’s windshield, or in special circumstances be mailed to the registrant.

Violation	Fine
Parked Overtime at Meter/Pay Station/Loading Zone	\$25
Permit Not Displayed	\$30
Parked in a Restricted Area	\$30
Parked without a Valid Permit	\$50
Driving on Grass/Walks	\$50
Fire Lane/Roadway	\$80
Handicap	\$80
Use of Unauthorized Permit	\$80
Falsifying Information	*
Disregarding Traffic Signs	*
Damage, Destroy, or Illegally activating Parking Gates	*
Possessing/Damaging/Altering Signs, Marking, or Signal Devices	*
* Refer to Police Services	

ATTACHMENTS

Attachments documenting UVM’s facilities and policies are included in the Appendix.

APPENDIX A. INSTITUTION & CATMA ATTACHMENTS

CATMA ATTACHMENTS



**CATMA
Awards**

- 2013 Way To Go! Commuter Challenge
Participation Awards - Fletcher Allen, UVM and Champlain College
2013 FALL Way To Go! Commuter Challenge
1st place in University category - Champlain College
2012 & 2011 Way To Go! Commuter Business Challenge
1st place in Macro employer category - Fletcher Allen Health Care
Honorable Mention in Large employer category - Champlain College
2010 Way To Go! Commuter Business Challenge
Honorable Mention in Giant employer category - Fletcher Allen Health Care
2009 Way To Go! Commuter Business Challenge
1st place in Giant employer category - Fletcher Allen Health Care
Honorable Mention in Giant employer category - University of Vermont
2008 Way To Go! Commuter Business Challenge
1st place in Large employer category - Champlain College
1st place in Major employer category - Fletcher Allen Health Care
Honorable Mention in Major employer category - University of Vermont
2007 Way To Go! Commuter Business Challenge
Honorable Mention in Major employer category - Fletcher Allen Health Care
1st place in Major employer category - University of Vermont*
- 2007 ACT (Association of Commuter Transportation) International Award
Award of Excellence/ Outstanding Service Award - Partnership
1st place award - Unlimited Access Program*
- 2006 Way To Go! Commuter Business Challenge
1st place award in major employer category - University of Vermont*
- 2006 ACT International Award
Award of Excellence/ Creative Excellence
1st place award - Partnership Campaign: Fletcher Allen Health Care Wellness & CATMA*
- 2006 EPA Best Workplaces for Commuters
Silver Level award*
- 2005 ACT Patriot Chapter TDM Award
TDM Creative Excellence
Unlimited Access Program*
- EPA Best Workplaces for Commuters (BWC)
2009-November: CATMA, Champlain College, FAHC, UVM all receive BWC designation
2006-Sept: Champlain College receives BWC designation
2004-Nov: CATMA receives BWC designation
2003-Oct: UVM receives BWC designation
2003-Oct: FAHC receives BWC designation*
- 2003 ACT International Award
Award of Excellence/ Creative Excellence
Silver Award - Bike-Walk Bucks Reward Program*
- 2003 ACT Patriot Chapter TDM Award
TDM Creative Excellence
Bike-Walk Bucks Reward Program*
- 2002 Burlington Business Association (BBA)
CATMA receives Member of the Month*

CATMA Rack Card – Fall 2013



Connecting You With Transportation Choices



CATMA provides transportation choices to help make your commute easy on you, your wallet and the environment.

CATMA, the Campus Area Transportation Management Association, was formed in 1992 to enable its members, Champlain College, Fletcher Allen Health Care and the University of Vermont, to share resources as well as jointly plan, develop and manage all transportation and parking programs, infrastructure and associated facilities.

In order to reduce the cost of commuting, parking, and to help reduce stress, CATMA provides its members with commute programs, including:

- Carpool Matching
- Bike/Walk Reward program
- Emergency Ride Home Program
- Bus Subsidies
- Off-site parking options
- Shuttles
- CarShare Options
- Educational Events & Communications

CATMA is now offering membership to area employers who are seeking a comprehensive, managed commute program customized to an employer's workplace. We provide on-site assistance, incentives, service, events, convenient, sustainable and economical travel and parking options for employees.

Please visit our web site for a list of our current members and additional information on all our programs and services! Register for any of the programs online at www.catmavt.org.



- Bike • Walk • Bus • Carpool
- Telecommute • CarShare
- Shuttle

Campus Area Transportation Management Association

20 West Canal St., Suite C9, Winooski, VT 05404

Tel: 802.656.RIDE (7433) ■ FAX: 802.881.0294

Email: CATMA@uvm.edu ■ www.catmavt.org

Emergency Ride Home Annual Renewal 2013 Enclosure



*"Connecting You With
Transportation Choices"*
802.656.RIDE (7433)
www.catmavt.org

Join CATMA on Facebook!

Follow Us on Twitter: CATMA_VT



Thank You!

For Alternately Commuting!
Your efforts to walk, bike, carpool, vanpool and use public transit are greatly appreciated. They truly make a difference not only in your pocket but on traffic congestion and air pollution on the Hill and in the Burlington community. **YOU ARE MAKING A BIG DIFFERENCE!**

We want to hear from you....

- Why do you alternately commute?
- Share a funny moment on your commute.
- Post a photo on CATMA Facebook
- Email us your story|catma@uvm.edu

WE CAN GET HELP YOU AROUND

For a quick ride or overnight,
meet **CarShare Vermont**. It's easy.

Get this:

If you're a fulltime student, faculty, or staff member at **UVM** or **Champlain College**, your first year of membership is **FREE**—that's a \$150 value. All you pay for is our low driving rates (even gas is on us).

Join CarShare Vermont and you'll have 24/7 access to a network of new and reliable cars parked conveniently around Burlington, including two cars right on campus. Simply reserve the vehicle of your choice online or by phone, get in, and go!

Learn more about CarShare Vermont or join today at www.carsharevt.org.



The University of Vermont



Sign up or find out more:
carsharevt.org



CATMA Outreach/Marketing History of Events

<p>Champlain College Spinner Place Event Quarry Hill Event Student Orientation ~ Main campus Employee Survey Fall Promo Lakeside Ave Transportation Champlain/CATMA/ Way To Go (Carshare) Car Free Day Fletcher Allen Health Care New Residents Orientation Employee Picnic Benefits Fair Employee Survey Fall Promo ~ Environmental Services FAHC - WTG Promo ~ One Burlington Square (11-1) MCHV Campus (11-1 & 4-7pm) UHC Campus (11-1) Nurses Knowledge Fair New Medical Residents Orientation University of Vermont New Faculty Fair Focus The Nation ~ Earth Week Focus The Nation ~ Frank Livak Fireplace lounge Annual Benefits Fair ~ Waterman Transportation Fair - Earth Week</p>	<p>CATMA CATMA Promo - Employee Survey CATMA - WTG Share & Learn ~ How to promote WTG at your place of employment WTG Kick Off Montpelier Downtown Burlington WTG Awards Ceremony Bike Commuter Workshop Vermont Bike Challenge</p> <p>Pilot Programs State of VT - Commuter Event State of VT - WTG Promotion City of Burlington - Wellness Event ~ Boathouse City of Burlington - Lunch Outreach City of Burlington - Roadshow ~ Fletcher Free Library Ken Schatz group Firehouse gallery</p>
<p>COMMUNITY/INSTITUTION/ NATIONAL EVENTS-COMMITTEES</p>	<p>CATMA TDM PRESENTATIONS</p>
<p>Census Data press conference ~ downtown Bike/Ped Summit Colchester Avenue Corridor Task Force Burlington Business Association Burlington Walk/Bike Council MPO Committees (TAC, MTP, P&R, ECOS) UVM BFAST, UVM TRC, UVM Environmental Forum Sustain Champlain ACT Patriot Chapter Conf & Fall 2012 Retreat in Burlington ACT National Conference ACT Netconferences BWC Netconferences CCTV Show - Sustainable Transportation</p>	<p>Sustain Champlain UVM survey/CATMA update CCV survey/CATMA update Champlain Staff Council Champlain College Council (Transportation group) United Way Working Bridges UVM ECO Reps E-Communications: CATMA - WTG News pieces for various Newsletters (The Sun, This Week at FA, Notes on Nursing, UVM Staffline, UVM Office of Sustainability, Sustain Champlain, VT Clean Cities, TRC News)</p>

MORE EMPLOYEE BENEFITS AND PROGRAMS**Employee Wellness**

The Wellness Program, working with BCBSVT, provides the access, opportunity, support, and encouragement needed for you to be healthier and happier at work and home. In 2014, you'll have the opportunity to earn cash rewards for completing activities that promote better health and overall well-being. Activities include completing a health assessment, having preventive screenings, and visiting your dentist and your primary care provider. There are also incentives for participating in activities that support your career, financial, emotional, and community well-being. Please visit the wellness site at FletcherAllen.org/wellness to find out about the 2014 campaign and to begin working towards your well-being.

Employee Discounts

Many area companies and merchants offer discounts to our employees, including discounts on cell phone contracts, automotive repair, electronics, entertainment, meals and lodging, gym memberships, and many other services and products. To take advantage of many of these discounts you will need to show your Fletcher Allen ID badge. For more information, visit HR Central.

Paying for Meals with Your ID Card

Our employee food outlets offer reasonably priced meal options that include fresh and organic local fare. You'll find locally-raised ground beef, many vegetarian choices and organic fair-trade coffee. Employees can use their ID badges to purchase food at the Medical Center, UHC, and Fanny Allen campuses. The cost will be deducted from an upcoming paycheck.

On-site Banking and Financial Education

Fletcher Allen employees can become a member of the New England Federal Credit Union (NEFCU), and enjoy free checking with all the perks, as well as low cost, convenient auto and home loans. NEFCU offers an array of seminars for everyone in your family. NEFCU is committed to being "your financial advocate." For more information, call 879-8790 or visit NEFCU.com.

Employee Referral

Fletcher Allen is always looking for everyday heroes to join the team. When you encourage your most talented friends, family members, and professional acquaintances to apply: you may qualify for an Employee Referral Bonus of up to \$1,000. To be considered, the first step is to have the applicant enter your name on their online application. Each successfully hired referral you make may lead to a big reward! For more information, call 847-2825, option 3 or visit our intranet site at intranet.fletcherallen.org/Employee_Resources/Recruitment/Pages/Employee_Referral_Program.aspx.

Health Assistance Program

The Health Assistance Program (HAP) can help individuals and families whose household income does not exceed 400% of the federal poverty level. HAP can assist with obtaining medications through the Affordable Medication Program, acquiring eyeglasses, and paying for dental care. They can assist with obtaining State and Federal health care programs such as Dr. Dynasaur, Vermont Health Connect, and our own Fletcher Allen Patient's Assistance Program. HAP services are not limited to Fletcher Allen employees, but are available to the community. For more information, call 847-6984 or email at healthassistanceprogram@vtmednet.org.

CATMA

Fletcher Allen is a member of CATMA (Campus Area Transportation Management Association). Through this membership, employees are eligible to enroll in a variety of alternative commuter programs, including \$15 gift cards for biking or walking to/from work, confidential carpool matching services, and emergency rides home. For more information, call 656-RIDE or visit CATMAVT.org.

**Frymoyer Community Health Resource Center
(ACC Main Pavilion, 3rd Level)**

The Frymoyer Center is a consumer health education library that can help employees and their family members research health and wellness topics. The Frymoyer Center can also locate resources for health care, social services, and support groups in the area. Employees may borrow from the collection of consumer health books and DVDs. The Frymoyer Center also provides computers for access to the UVM Dana Medical Library which includes electronic medical journals. For more information, call 847-8821 or visit FletcherAllen.org/community_resources/resource_center/about_frymoyer/.



Fletcher Allen Health Care
Benefits Department
151OH5 ■ UHC Campus
1 South Prospect Street
Burlington, VT 05401-1429

(802) 847-2825, Option 2
intranet.FAHC.org





CATMA Fall 2012 Employee Transportation Survey



Complete the Online Survey and Have a Chance to Win One of Many Prizes!

To our valued colleagues,

We know you all share with us the importance of having adequate parking, easing traffic congestion, improving our air quality and preserving our environment. As each of our institutions move forward in planning for the next several years, we all have the opportunity to help influence the future of our region.

You have been selected to participate in the CATMA Fall 2012 Employee Transportation Survey because you are an employee at one of the CATMA member institutions (Champlain College, Fletcher Allen Health Care, University of Vermont, CCRPC); OR you are employed by the City of Burlington, Community College of Vermont, State of Vermont downtown Burlington district/IBM site. The data gathered from this survey is valuable in assisting CATMA with developing and evaluating commuting services and programs which benefit you and the community. Whether you drive alone, bike, walk, carpool, take the bus to work, or telecommute, your responses to this survey help plan and improve future transportation, parking and landuse issues that impact the region. Please make every effort to complete this survey. Thank you for your support, interest and participation.

Sincerely,

Dr. John Brumsted, President & Chief Executive Officer, Fletcher Allen

Dave Finney, President, Champlain College

Tom Sullivan, President, University of Vermont

Jane Helmstetter, Field Director, Burlington District, AHS/FS State of Vermont

Dawn O'Toole, Director of Operations, AHS/DCF State of Vermont

Miro Weinberger, Mayor, City of Burlington

Joyce Judy, President, Community College of Vermont

Charlie Baker, Executive Director, CCRPC



The survey takes about 8 minutes to complete. Once you complete the survey, your password will become void assuring survey accuracy. All information is confidential and will provide insight into travel patterns. Responses are used to advance commuting alternatives which best serve you and our institutions. At the end of the survey, please provide additional comments and enter your name into the prize drawing!

SURVEY INSTRUCTIONS AND PASSWORD

1. Log onto the CATMA web site at www.catmavt.org
2. Click on the CATMA SURVEYS link
3. Enter the randomly assigned, non traceable password below:

PASSWORD:

4. If you do not have access to a computer, either at WORK or at HOME, please contact CATMA at 656-RIDE.

"Connecting You With Transportation Choices"

www.catmavt.org
656-RIDE | catma@uvm.edu
20 West Canal St, Suite C9
Winooski VT 05404



The University of Vermont



20 West Canal Street, Suite C9
Winooski, VT 05404

CATMA
2012 Employee
Transportation Survey

Time sensitive materials. Please open immediately.



Fall 2012 Employee Transportation Survey



Coming Late October...

**Your Input on Transportation is Important
Help Improve the Future of Commuting Solutions!**

- Check Your “champlain.edu” email for Your personal invitation to participate in CATMA’s 11th Employee Transportation Survey.
- Your responses to survey questions help us develop and evaluate commuting services and programs which benefit you, our institutions and the community.

You’ll have a chance to win one of many prize’s including gift certificates to local stores and restaurants!

Take the survey - it only takes 8 minutes!

✓ It’s online ✓ It’s quick! ✓ It’s easy! ✓ It’s important!



Bike Commuter Workshop

Email Outreach:

FREE Employee Bike Commuting Workshops

Sponsored by CATMA

Presented by Local Motion



BIKE COMMUTING 101 WORKSHOP: Getting into Bicycling

DATE: Monday, April 22

TIME: 12:00-1:00 pm

LOCATION: Davis Center, UVM, RM 417 (Frank Livak Room)

Have you been wanting to bike more? Ready to take the next step, but not quite sure where to start? Local Motion can help! In just one short hour, participants in our Bike Commuting 101 workshop learn all this and more:

- What gear you need (and don't need) to stay safe and comfortable
- How to make sure your bike is in good shape for commuting
- How to map out a route that fits with your available time and comfort level
- How to "read" the street and ride safe under a range of conditions

Best of all, you'll come away with FREE BIKE LIGHTS to help you stay safe! Let Local Motion help you get back into bicycling today!

Need a helmet? Lowcost helmets will be available for purchase at the workshop.

[CLICK HERE TO REGISTER](#)

Only 20 spots so register today!

BIKE COMMUTING 102 WORKSHOP: Building Street Skills

DATE: Wednesday, April 24

TIME: 4:00-5:30pm

LOCATION: 113A Conference Room, UVM Transportation and Parking Services at 38 Fletcher

Are you comfortable on your bike, but not so much with traffic? Local Motion's one-hour "Bike Commuting 102" workshop helps you build your skills and confidence for riding on the street! We start with a ten-minute pre-ride review of the essential principles of safe riding, along with a quick refresher on proper helmet fit and a 60second mechanical check. Then we saddle up and head out on the street for a narrated ride with periodic pull-offs to discuss conditions encountered and how best to respond to them.

Over the course of the ride, participants learn about making safe turns, lane positioning, hazard avoidance, communicating with drivers, and more. All participants must bring their bike and helmet. Bikes must be in good working order. All participants go home with a handout of the principles covered in the workshop, an overview of the rules of the road in Burlington, a coupon for \$6 off safety gear at area shops, and a free dayglo reflective vest! Need a helmet?

Lowcost helmets will be available for purchase at the workshop.

[CLICK HERE TO REGISTER](#)

Only 20 spots so register today!



FREE Employee Bike Commuting Workshops

Activate your commute, Get back on the bike, Learn a new skill, and One-on-one coaching

101 Workshop: Getting into Bicycling

When: Monday April 22, 12:00pm – 1:00pm

Where: Frank Livak Room @ University of Vermont Davis Center

Want to bike more, want to take the next step, but not sure where to start? Register for this workshop and learn about the gear you need, staying safe and comfortable, getting your bike ready to commute, map out a route and understand the rules of the road. Plus come away with FREE BIKE LIGHTS! Plus One-on-One Coaching available to participants.

102 Workshop: Building Street Skills

When: Wednesday April 24, 4:00pm – 5:30pm

Where: 113A Room @ UVM Transportation & Parking Services, 38 Fletcher Place

Comfortable on your bike, but not so much with traffic? Register for this workshop and build your skills and confidence for riding on the street. Participants must bring their bike and helmet. Come away with a FREE DAY-GLO REFLECTIVE VEST!

Need a helmet? Low-cost helmets will be available for purchase at the workshops



To Register visit catmavt.org OR
CONTACT CATMA at catma@uvm.edu | 802-656-7433, ext1



*Sponsored by the Campus Area Transportation Management Association (CATMA)
Presented by Local Motion*

National and Vermont Bike Challenge

Insert:

DO THE 2013 VERMONT BIKE CHALLENGE!

MAY 1 TO SEPTEMBER 30, 2013

Presented by



**Ride your bike
and win great
prizes!**

Sponsored by



Sojourn
By joining the Vermont Bike Challenge

**A great way to take your
riding to the next level,
get back in to bicycling,
or bike for the first time!**

**Every kind of riding counts, from
commuting to work a couple of times
a week to doing a ride on the weekend
with your kids to flying down a
singletrack on your mountain bike.**

MORE INFO & TO REGISTER:

WWW.VTBIKECHALLENGE.ORG

Connecting You With Transportation Choices www.CATMAVT.org



Fall Is Here in Vermont

Our foliage is changing beautifully, and we encourage you to take the opportunity to ride your bike to work, walk, bus or carpool and enjoy this spectacular season. There's also a lot of exciting happenings this fall to support commuters including the first ever Fall Way To Go Commuter Challenge, a new CarShare Vermont car in Winooski and a new CCTA commuter service from Jeffersonville to Burlington. Take advantage of these new, affordable and sustainable commute services and events and be sure to register with CATMA if you work at any of our [member employers](#).

Events, Resources & Updates

The National/Vermont Bike Challenge Results

Kudos to all who participated and logged miles from May-Sept in the 2013 Bike Challenge. Official results are yet to come, but here's a peek at what we know. Nationally: Vermont came in first, UVM in 25th for workplaces, and Burlington as a community in 24th. Vermont: In the workplace category, UVM and Fletcher Allen took 2nd and 4th. Check out more event info [here](#).

Oct 14-18: First Ever FALL Way To Go! Challenge

Is your commute in
ZOMBIE MODE?

ADD SOME LIFE TO YOUR COMMUTE!

**WIN AWESOME PRIZES!
SAVE THE PLANET!**

SIGN UP HERE

Can't recall how you got to work this morning? Could be another confirmed case of Commuter Zombiism. Take action by signing up for the [Fall Way to Go! Commuter Challenge](#) taking place from October 14-18. To score an iPad mini, Bash Badge ski pass, or some great outdoor gear, sign up *by October 14*.

CCTA Adds New Commuter Route

Check it out...

[Way To Go! Fall 2013 Sign up Safe Walking Tips](#)

Quick Links

- CCTA
- Commuter Resources/Links
- CarShare Vermont
- Google Transit
- Local Motion
- Monthly Restaurant Winners
- Upcoming Events



Watch this video of UVM Employees Delighted about CATMA Programs

[Join our Mailing List!](#)

[Register with CATMA](#)





On Oct 14, CCTA will launch its new commuter route serving Jeffersonville into Burlington along the Rt 15 corridor. The bus will stop in Cambridge, Underhill, Jericho, Essex, Winooski and Burlington, including a stop at Fletcher Allen/UVM. This commuter bus offers free wi-fi and bike racks on the bus. Visit [CCTA's website](#) for more info. Fletcher Allen employees can receive one free roundtrip pass at the Security office- limited to the first 25 people. Employees at CATMA membership are eligible for [free or reduced bus fares](#) and our [Emergency Ride Home program](#). [Sign up here.](#)

Pearl|Prospect|Colchester Ave Intersection Pilot

The signal and marking changes at the intersection of Pearl|Prospect|Colchester Ave are underway this fall! Spend a few minutes taking an [online survey](#) to provide your input on the pilot and [click here](#) for further project information.

Richmond Park & Ride is Growing

Construction has begun at the Richmond Park and Ride. When this project is completed, it will result in an additional 52 spaces, a new bus turnaround, traffic lights, a new bus shelter, and several other improvements designed to increase safety and convenience.



Commuters should be aware that parking will be limited at this site during construction. VTrans is working to establish a few overflow areas. [Click here for Burlington Free Press article.](#)

CarShare VT in Winooski ~ Try It Free for 2 Months

On October 1st, CarShare VT launched its new Winooski car located near the Champlain Mill. CarShare VT is offering a special deal to 25

Winooski households. They can try carsharing for free for two months and receive \$100 in driving credits - a \$160 value!

[Click here for more information and how you can participate.](#)

UVM and Champlain College faculty, staff and students are currently eligible to receive a free [membership](#).

Food for YOUR Commute

Day Light Savings Time

CATMA would like to remind you to turn your clocks back on Sunday, November 3rd.

Traffic Alert and Snow Ban Alerts

CATMA posts updated Traffic/Construction Alerts on the [CATMA website](#) and Facebook every Friday to assist you in planning an efficient commute. We'll also be posting Snow Ban alerts when available. For further info, please contact [CATMA](#).

CATMA Membership, Programs, Services & Incentives

Welcome City of Burlington Employees!



CATMA extends a warm welcome to the City of Burlington, who recently joined CATMA as an Associate Member dedicated to reducing congestion and collaborating on providing sustainable mobility options for its employees. The launch of this partnership was held 9/11 at the Department of Public Works. The attendance at this event, along with the support and energy of employees and the City leadership is a sure sign of a successful, viable partnership.

Leading the employees, Mayor Miro signed up as a CATMA Commuter!

Employee Transportation Coordinator Network (ETC Network)

This year, CATMA is creating an ETC Network in Chittenden County designed for businesses that offer commuter programs or are interested in learning how to implement a program. This is an opportunity for employers to join a neighborhood of businesses committed to providing commuting solutions that influence employees' travel choices. In addition to CATMA's membership, we're pleased to welcome Seventh Generation, Community Health Centers of Burlington, Burton Snowboards and Ringmaster Software to the Network. We are currently recruiting businesses to join the network, so if you know of a business who might be interested, please send them our way. Network info [here](#) or email catma@uvm.edu.

CATMA's Comprehensive Commuter Programs

Employees at CATMA's member employers are eligible to enroll in any of our commute programs, services & incentives:

[Bicycle Benefits](#)

[Bike/Walk Rewards Program](#)

[CCTA Bus/Transit Pass Discounts; Unlimited Access Program](#)

[CarShare Vermont](#)

[Carpool Matching Service](#)

[RidesWork Bulletin Board](#)

[Emergency Ride Home Program](#)



Vanpools ~ We're planning to launch a vanpool or two this fall/winter. There seems to be an interested group from the Plattsburgh/Grand Isle/Hero area with a destination to "The Hill District" in Burlington. Email catma@uvm.edu if you're interested in learning more about vanpools and/or [register](#) with CATMA.

Benefits of alternative commuting ~ Reduce stress, save on commute costs, experience consistent travel times and routes, decrease personal vehicle maintenance and wear/tear, part-time travel options, improve air quality and decrease road construction costs.

CATMA Members: Champlain College, Fletcher Allen Health Care, University of Vermont.

CATMA Associate Members: CCRPC, City of Burlington

CATMA was formed in 1992 to enable its members to share resources as well as jointly plan, develop and manage all transportation and parking programs, infrastructure and associated facilities. Contact CATMA at 802-656-RIDE (-7433) for information on alternative commuting options, resources or land use matters.

Sincerely,

Sandy, Katie, Janet and Sommer

CATMA Team



**Save
\$6**

Safety Gear

Get Your 6\$ Coupon

The sun is setting early. Don't get caught in the dark!

Having reflective clothing and lights is important for your nighttime outings. In partnership with the area outdoor shops, Local Motion continues to provide the \$6 coupon -- for a whole array of safety gear. What a deal!

[Click on the coupon here](#), print it out and bring it to your local outdoor shop.

**Be Smart,
Be Safe!**

Why Walk?

1. Walking is an effective way to become physically fit, to manage a chronic medical condition, and keep weight under better control.
2. Whatever your reason to beginning a walking routine, walking has a great reputation as an ideal way to incorporate regular activity into your daily routine without a lot of added cost. This makes walking fun and easy. The whole body effects of walking include:
 - increased energy
 - improved ability to manage stress
 - lowers blood pressure
 - promotes better sleep
 - burns calories and raises metabolism
 - promotes cardiovascular health
 - helps you to keep your chronic illness in check.
 - increased bone health

Walking is inspiring...

“Through diet and WALKING I was able to control my diabetes and my hypertension...I use the stairs and walk... its a wonderful stress reducer”.

- Alan, Fletcher Allen

“My mental health depends on my daily ‘biped commute’ (walking)...I love the peaceful time during my walk”

- Lisa, UVM

An important measure of a workplace is the health and wellness of its employees. The **Partnership Walking Map** has been designed to provide opportunities for employees, students and our community visiting both Fletcher Allen and the University of Vermont to increase physical activity by choosing to walk to areas between our shared campuses. The map highlights suggested routes, distances, level of difficulty, and offers other activities to boost physical activity for everyone.

In partnership, Fletcher Allen and the University of Vermont encourage physical activity and promote healthy habits at very little cost. Incorporating physical activity into your normal routine or workday can be a first start.

For more information about Wellness Programs, contact:

Fletcher Allen Wellness Program

Email: Wellness@vtmednet.org

Web site: www.fletcherallen.org/Health_Improvement/wellness.html

UVM WorkLife Services

Email: worklife@uvm.edu

Web site: www.uvm.edu/hrs/?Page=healthy/worklife.html

For information on other state and local resources related to physical activity visit:

www.vermontfitness.org
www.healthvermont.gov

Campus Area Transportation Management Association

Email: catma@uvm.edu

Web site: www.catmavt.org

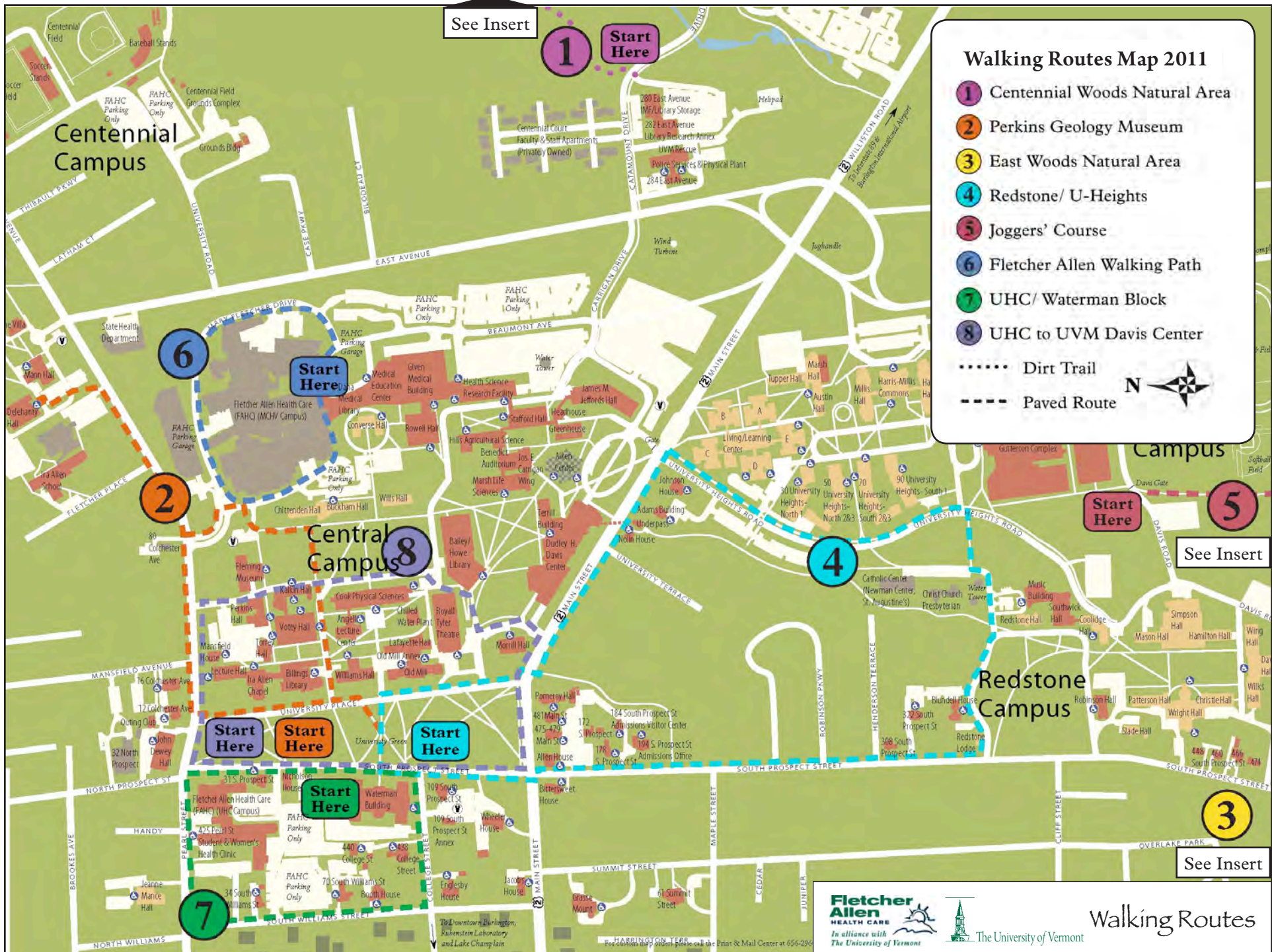
Walking Routes

around Fletcher Allen

and

the University of Vermont





See Insert

1 Start Here

Walking Routes Map 2011

- 1** Centennial Woods Natural Area
- 2** Perkins Geology Museum
- 3** East Woods Natural Area
- 4** Redstone/ U-Heights
- 5** Joggers' Course
- 6** Fletcher Allen Walking Path
- 7** UHC/ Waterman Block
- 8** UHC to UVM Davis Center

- Dirt Trail
- Paved Route



See Insert

See Insert



The University of Vermont

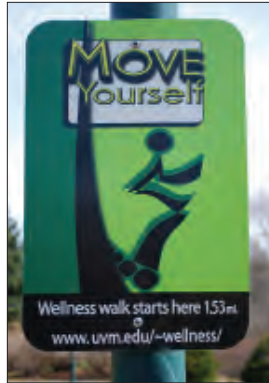
Walking Routes

Walking - Finding a Physical Activity You Can Live With

Walking is one of the best activities for getting and staying physically active throughout the seasons. Walking is relatively easy; it is a self-paced activity that brings with it many positive health benefits. As a low intensity cardiovascular activity, walking has benefits for everyone. All ages and abilities can benefit from a daily walk for health and fitness.

Tips for Getting Started

1. Wear clothes that will keep you dry and comfortable. Invest in a good pair of walking shoes and a water bottle.
2. Start with shorter walks, and gradually increase the length of your walk each day.
3. Do what comes naturally – set a stride length that is comfortable and a speed that isn't too tough when starting to walk. You should be able to speak comfortably as you walk.
4. Slowly bring the pace up during your walk. As time goes by, your body gets stronger and needs a new challenge.
5. When you're done walking, it is advised that you slow your pace to cool your body down. This will gradually ease your heart rate to its normal level.
6. Always carry ID for safety and walk in well lit and traveled areas.
7. Forty five minutes of moderate exercise is suggested for maintaining health and managing weight most days of the week.
8. If 45 minutes seems too long, break it up into three walks of 15 minutes each.
9. Before and after a vigorous walk, stretching is important to reduce injuries and also to improve your flexibility. Your muscles will be warm and ready to stretch after walking.



Choose your wellness walk. For Trails 1-5, begin at the MOVE Yourself sign marking the starting point of each walk. For Trails 6, 7, & 8, see map for starting point. Bring this map with you as your walking guide. All miles are for round trip walks.

#1 – Centennial Woods Natural Area - 1.05 miles - Moderately Difficult

Start at the Centennial Woods Natural Area trailhead located on Catamount Drive. This trail is rated moderately difficult and should take about an hour to walk. The trail can be wet or muddy and has several steep sections. Wear appropriate hiking footwear. The UVM Environmental Program has installed small wooden arrow signs for you to follow.

#2 – Perkins Geology Museum - 1.17 miles - Easy

Start near the fountain on the University Green and walk towards Billings. This walk is rated easy and makes it ideal at a brisk pace during lunch. From Billings, follow the pedestrian path through the Fleming Green. Turn left and head towards the Colchester Avenue traffic light, crossing the street and continuing on towards Delehanty Hall/Perkins Geology Museum. On the return walk, stay on Colchester Avenue until you get to the Dewey Hall crosswalk. Cross over to the University Green.

#3 – East Woods Natural Area - .44 miles - Easy to Moderate

Start at the small parking area located off Swift Street. This trail is rated an easy to moderate

hike through dense, mature woods. The hilly trail is short, very scenic and makes a great lunchtime or after work hike. The hiking trail heads straight into the woods and then turns left after about 30 feet. Continuing straight ahead along the trail, you will see the remains of an abandoned railroad trestle crossing Potash Brook. Further along the trail, you will parallel the Potash Brook for a short distance and walk through a grove of tall Eastern Hemlock trees and back to where you started.

#4. Redstone/ U-Heights - 1.53 miles - Easy

Start at the University Green fountain and cross South Prospect Street towards the Waterman Building. Walk towards Main Street, continuing on South Prospect until you reach the exit drive from the Redstone Green. Turn left at the Green and walk until you reach University Heights Road. Continue walking, eventually turning left onto Main Street. Cross Main Street at Morrill Hall and walk until you reach the University Green fountain.

#5. Joggers' Course - 3.25 miles - Moderately Difficult

Start on the Joggers' Course located adjacent to the Guicciardi Fitness center. This walk is great for walking, jogging or biking. Most of the path is level, with almost all of it on paved path. A short stretch, about .75 miles, is a dirt path through a grassy field next to the Burlington Country Club.

#6. Fletcher Allen Walking Path .5 miles - Moderately Easy - Wheelchair Accessible

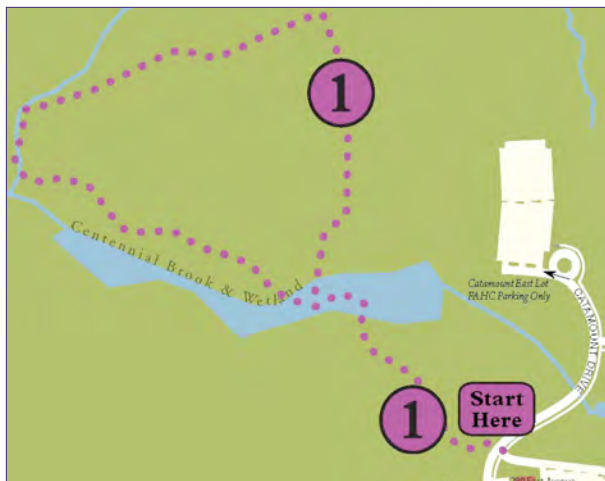
Start outside of the ACC Main Pavilion by taking a right on the paved sidewalk. Continue down the concrete stairs and past the emergency department entrance. Keeping on the sidewalk, you will first pass the side entrance to the



McClure building on your right. Continue to follow the sidewalk past the historic Mary Fletcher building. Stop by the Park Bench Yoga Station to stretch. As you continue up the incline, the ACC Main Pavilion will come into view.

#7. University Health Center/Waterman Block - .7 miles - Easy

Start your walk out the front door of either the University Health Center building or the Waterman Building on So. Prospect Street. Continue along until you reach the corner of College Street. Turn right onto College Street walking towards the corner of So. Williams Street. Take a right on So. Williams Street. You will walk the length of So. Williams Street until you come to Pearl Street. At Pearl Street, turn right. You are now heading towards the corner of Pearl Street and So. Prospect Street. Turn right



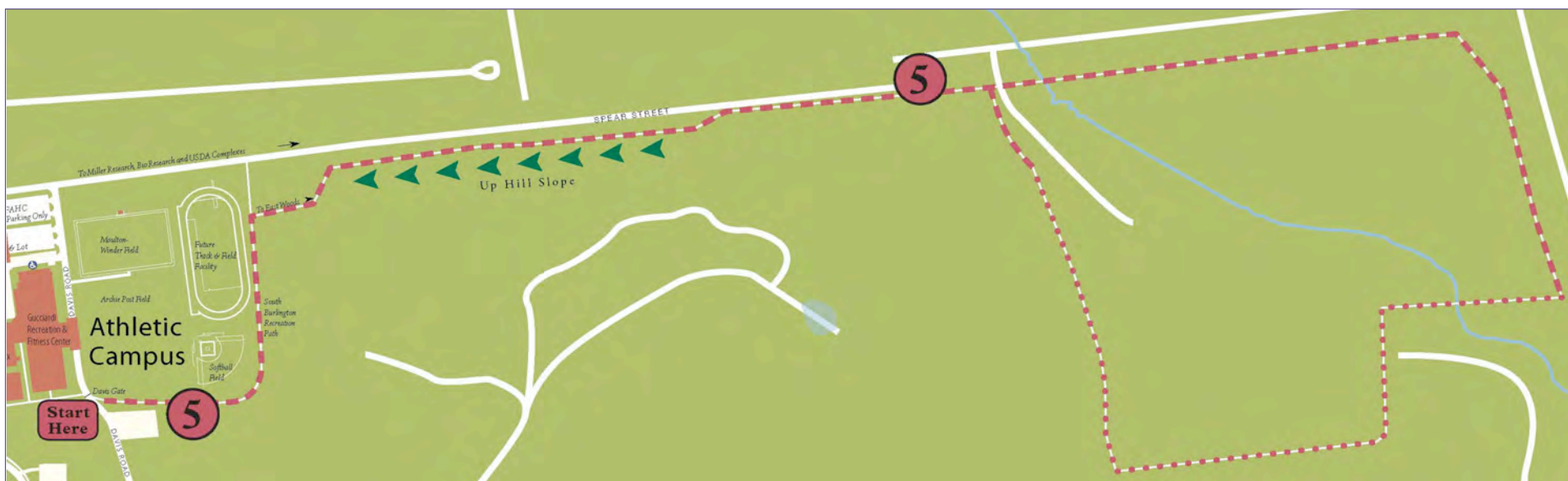
on So. Prospect and conclude your walk at your starting point.

#8. University Health Center to UVM Davis Center – 1 mile - Moderately Easy

Begin your walk out the front door of the University Health Center building. Walk South on So. Prospect towards Main Street. When you reach Main Street, turn left and begin walking up a slight incline towards the Davis Center.



Once you reach the Davis Center, you will walk a route through the UVM main campus that will take you past the Fletcher Allen medical center campus to Colchester Ave. Take a left onto Colchester Ave. and continue walking until you come to the corner of So. Prospect Street. Turn left on So. Prospect. This will take you back to the entrance of the University Health Center.



CHAMPLAIN COLLEGE ATTACHMENTS



Campus Building Key

Academic Buildings:

Aiken Hall	36	Perry Hall.....	15
Alumni Auditorium	27	President's House	32
Coolidge House.....	11	Rowell Annex.....	17
Durick Hall.....	2	Rozendaal Courtyard.....	38
Emergent Media Center	39	S.D. Ireland Family Center for Global Business and Technology.....	26
Foster Hall	33	Skiff Hall.....	1
Freeman Hall	28	West Hall	14
The Gallery	7	Wick Hall	35
Hauke Family Campus Center ..	25	Lakeside Avenue Campus	39
IDX Student Life Center.....	21	Physical Plant	40
Joyce Learning Center	29		
Miller Information Commons....	34		

Residence Halls:

Adirondack House.....	41	Pearl Hall	22
Bader Hall.....	24	Quarry Hill	47
Bankus Hall	18	Rowell Hall	16
Carriage House	30	Sanders Hall	5
Cushing Hall	23	Schillhammer Hall.....	31
Hill Hall	12	South House	20
Jensen Hall.....	19	Spinner Place	43
Lakeview Hall	42	Summit Hall	37
Lyman Hall.....	13	Whiting Hall	8
Main Street Suites	3	308 Maple Street.....	45
McDonald Hall	10	396 Main Street.....	4
North House.....	6	New Residence Hall	48

ZONE PERMITS Permits are issued by zone depending on enrollment or employment status with the College, taking into account special needs. Fees may be paid in full at registration or, in the case of faculty and staff, by payroll deduction.

PLACEMENT Parking decals are removable and must be affixed to the lower left-hand corner of the front windshield. Decals must be clearly visible through the front windshield.

REPLACEMENT PERMITS Notify the Campus Safety and Parking Office immediately if your permit is lost or stolen. Log on to ThePermitStore.com to request a replacement permit. Once a replacement permit is ordered, the old permit is no longer valid. There is a \$10 processing fee for replacement permits.

REFUNDS If you withdraw (or cease College employment) within five days of receiving your permit, 100% of the permit cost will be refunded provided you return your permit by mail to ThePermitStore.com and permanently remove your vehicle from the campus.

PERMITS ARE NOT TRANSFERABLE Remove your permit from your vehicle if you sell it or otherwise transfer ownership. Log on to ThePermitStore.com to change or update your vehicle information. Permits may not be transferred to other individuals or used on vehicles not registered for that permit.

VIOLATIONS

CITATIONS Citations may be presented to the owner/operator in person, placed on the vehicle windshield or mailed. It is possible to receive a citation for more than one infraction at a time. **APPEALS MUST BE MADE WITHIN 15 DAYS OF TICKET ISSUE.** Appeals must be submitted online at www.scapay.com. Do not wait for further contact from the Campus Parking Office. After 30 days, all outstanding fines will be submitted to Student Accounts and will be added to individual bills until settlement. Once fines have been submitted for collection in Student Accounts, you will no longer be able to appeal the ticket and a \$25 administrative fee will be added.

TOWING Vehicles with three or more unpaid tickets will be towed from campus. Vehicles operated by campus affiliates that are unregistered with the College through IPARQ can be towed without warning.

INFRACTION	Fine* (1st Offense)	Fine* (Subsequent)
Expired meter	\$25	\$50
Parking on grass/sidewalks, in non-permitted zone or outside white lines	\$25	\$50
Improper permit placement	\$25	\$50
Unregistered vehicle	\$50	\$100
Handicap zone, fire lane	\$50	\$100
Use of unauthorized permit	\$100	\$200

*Towing charges are in addition to these fines.

Note: Fines must be paid in full in order to receive a new parking permit, confirm course registration, receive a transcript or be awarded a degree.

CHAMPLAIN COLLEGE

PARKING REGULATIONS & Campus Parking Map

Campus Safety & Parking Office

Monday–Friday
8:00 a.m.–4:00 p.m.
(802) 865-5403

For the most up-to-date policy information, go to: www.champlain.edu.



12_MISC-0338_6/13_3600

CHAMPLAIN COLLEGE is located in a residential neighborhood in the heart of Burlington. This means that parking on campus and surrounding streets is extremely limited. In an effort to make the most efficient use of our limited parking spaces on campus and to maintain the good relations we enjoy with our neighbors, Champlain has developed a strict campus parking policy that applies to everyone—students, faculty, staff and visitors.

GENERAL REGULATIONS

ALL VEHICLES MUST BE REGISTERED All Champlain College students, faculty and staff must register their cars and park in their assigned zones. **FAILURE TO PARK IN YOUR ASSIGNED ZONE—INCLUDING CITY STREETS OUTSIDE THE PARKING ZONE MAP—WILL RESULT IN FINES, TOWING, AND/OR ADDITIONAL COLLEGE-IMPOSED SANCTIONS.** Permits are issued by zone, and only those vehicles with a valid permit for a particular zone may park in that zone. For example, residential students with Zone 2 permits may not park in Zone 5 at any time.

PERMITS Permits must be properly displayed while in the College's assigned parking zones, including designated city streets. Vehicles not displaying the required permit will be cited for a fine and/or towed at the owner's expense. (See back panel for details about permits and citations.)

ONE PERMIT PER PERSON No faculty, staff or student can receive more than one permit. Only one registered car may be parked in College zones or designated parking areas at any one time.

PARKING SPACE IS NOT GUARANTEED From time to time, it is possible that no parking will be available in designated campus zones. In such cases, permit holders may park in Zone 1 and use the free shuttle.

PARK BETWEEN WHITE LINES The only legal parking space in any College parking lot is between two white striped lines.

PROHIBITED AREAS Standard parking regulations apply to vehicles parked on campus. No vehicle may be parked in drive-ways, fire lanes, handicapped parking or reserved spaces (unless the operator has a permit for such spaces), in non-designated parking spaces, on lawns or courtyards, or by blocking a legally-parked vehicle. Vehicles in violation will be towed at the owner's expense. Also note that College-affiliated parking is NOT permitted at any time on the following streets: Cliff, Spruce and South Union from Cliff Street to Maple Street, and Bayview Street from South Union to South Willard Street.

NO PARKING 12:30 A.M. TO 6 A.M. Regardless of the permit held, no student, faculty or staff may park on adjacent city streets from 12:30 a.m. to 6:00 a.m. Vehicles parked overnight in campus zones must be moved to their assigned zones by 8:00 a.m. Overnight parking is available in the Zone 2 (Gilbane) lot.

RESIDENTIAL STUDENTS REQUIRING A CAR FOR EMPLOYMENT OR MEDICAL REASONS MAY BE ISSUED A ZONE 5 PERMIT. In cases of medical need, proof is required in the form of a doctor's documentation. In cases of employment, proof in the form of a letter is required from the employer stating

the hours of work. All other residential students will park in the Gilbane Lot, free of charge.

VEHICLES EQUIPPED WITH ALARMS that do not cease emitting intermittent or constant sound for a total of three minutes within any 15-minute period are strictly forbidden. Violators will be ticketed and towed.

VISITOR PARKING Visitors to the Office of Admissions are free to park in any available, non-reserved parking space. The parking area at Perry Hall is closest to the Office of Admissions and temporary visitor permits may be obtained from Admissions staff at that location.

NON-COMPLIANCE Failure of a student or employee to register a motor vehicle and/or comply with College parking policies will result in fines, towing charges and loss of permission to park a vehicle in College zones, as well as the possible loss of other privileges, suspension or dismissal. Failure to pay parking fines in a timely manner will affect students' financial standing with the college.

WAIVER OF LIABILITY Champlain College assumes no responsibility for the care or protection of any vehicle or its contents at any time it is operated or parked in campus zones. Any damage or theft involving the vehicle (interior or exterior) is the owner's responsibility.

PERMIT POLICY Students, faculty, staff and vendors who bring a vehicle to campus must register their vehicle with the Campus Safety and Parking Office. Visitors should ask their campus contact for information about parking on campus.

PERMIT FEES Permit fees are \$170–\$200/semester for full-time faculty/staff and commuting students, \$75–\$90/semester for part-time faculty/staff and commuting students depending on the zone. Permit fees are \$170/semester for residential special needs permits. There is no charge for parking in qualified satellite lots at any time. Any permit is allowed on campus after 4:00 p.m. except in reserved spaces or the Main Street Suite garage.

HOW TO REGISTER YOUR VEHICLE


Register your vehicle online by visiting the Champlain College website at WWW.CHAMPLAIN.EDU/TRANSPORTATION and following the IPARQ prompts.

Your permit will be mailed to your campus mailbox. If you do not have one, it will be sent to the address you provided during registration.

(continued on back page)


CHAMPLAIN COLLEGE

ZONE #/ PERMIT COLOR	LOT CATEGORY	BUILDINGS/ PARKING AREAS*
3	Faculty/Staff, Commuters	396 Main, Sanders, 56 Summit, North, 371 Main Street ON STREET: <i>Summit (Main—Maple), Main (S. Williams—S. Willard) Willard (Main—Maple) Maple (So. Willard—Summit)</i>
4	Faculty/Staff, Commuters	Jensen/Rowell Halls, South House, 56 Summit ON STREET: <i>Maple (S. Union—S. Willard) Willard (Maple—Tower Terrace)</i>
2	Residential/ Commuters	Gilbane Satellite Lot FREE SHUTTLE SERVICE See shuttle info at www.champlain.edu/transportation
5	Residential Students with Special Needs	Main Street Suites
6	Residential Students	Quarry Hill
1	Faculty/Staff Commuters	Lakeside
Yellow	Metered Lots	Schillhammer Hall/MIC, Hauke Center/Bader Hall

Parking lots on the map are indicated by the colors of each zone as noted above. The symbol  at 381 Main Street indicates a parking garage.

On-street permitted parking is noted by a line that corresponds with each zone's color and style.

Campus buildings are numbered according to the key to the right of the map.

Shuttle pick-up locations are noted by a star. 

NOTE: Parking in **ANY** street space contiguous to the College without a permit will result in a ticket and/or other college sanctions whether or not that street appears on this map.

Zone 5 and all reserved spaces are patrolled and enforced 24/7.
SPECIAL PERMIT REQUIRED.



IMPORTANT
Vehicles with a Zone 2 permit that are parked in any location other than the Gilbane Lot between 8:00 a.m. and 4:00 p.m. will be ticketed.

ALL permits may park in the Zone 2 lot at any time.

EXCEPTION
Zone 2 permit holders may use metered spaces after 4:00 p.m.

FREE Lakeside/Gilbane Lot **SHUTTLE SERVICE.**
See shuttle info at www.champlain.edu/transportation

CAMPUS BUILDING KEY

- Skiff Hall
- Durick Hall/Bookstore
- Main Street Suites
- 396 Main
- Sanders Hall
- North House
- The Gallery
- Whiting Hall
- Garden House
- McDonald Hall
- Coolidge House
- Hill Hall
- Lyman Hall
- West Hall
- Roger H. Perry Hall
- Rowell Hall
- Rowell Annex
- Bankus Hall
- Jensen Hall
- South House
- IDX Student Life Center
- Pearl Hall
- Cushing Hall
- Bader Hall
- Hauke Family Campus Center
- S. D. Ireland Family Center for Global Business and Technology
- Alumni Auditorium
- Freeman Hall
- Joyce Learning Center
- Carriage House
- Schillhammer Hall
- President's House
- Foster Hall
- Miller Information Commons
- Wick Hall
- Aiken Hall/Morgan Room
- Summit Hall
- Rozendaal Courtyard
- Adirondack House
- Lakeview Hall
- 308 Maple
- Lakeside
- Quarry Hill
- Juniper Hall
- 371 Main



General Regulations

All vehicles must be registered

All Champlain College students, faculty and staff must register their cars and park in their assigned zones. Failure to park in your assigned zone—including city streets outside the parking zone map—will result in fines and/or towing. Permits are issued by zone, and only those vehicles with a valid permit for a particular zone may park in that zone. For example, residential students with Zone 2 permits may not park in Zone 5 at any time. Zone 5 is reserved for residential Radiography students and students who work off campus until at least 11pm at least once per week.



To download a map complete with legend, [click here](#).

Permits

Permits must be properly displayed while in the College's assigned parking zones, including designated city streets. Vehicles not displaying the required permit will be cited for a fine and/or towed at the owner's expense.

One permit per person

No faculty, staff or student can receive more than one permit. Only one registered car may be parked in College zones or designated parking areas at any one time.

Parking space is not guaranteed

From time to time it is possible that no parking will be available in designated campus zones. In such cases, permit holders may park in the Gilbane lot and use the free shuttle.

Park between white lines

The only legal parking space in any College parking lot is between two white striped lines.

Prohibited Areas

Standard parking regulations apply to vehicles parked on campus. No vehicle may be parked in driveways, fire lanes, handicapped parking or reserved spaces (unless the operator has a permit for such spaces), non-designated parking spaces, on lawns or courtyards, or by blocking a legally-parked vehicle. Vehicles in violation will be towed at the owner's expense.

Residential students may have cars on campus and park in College-operated lots after 4pm M-F and on weekends. From 8am-4pm, M-F the Gilbane lot is the only location a residential student may park. Residential students who require a car for employment or medical reasons will be issued a permit for parking in the Main Street Suites lot only (Zone 5). In cases of medical need, proof may be required in the form of a doctor's documentation. In cases of employment need, a letter from the employer stating the hours of work, plus a pay stub confirming hours worked, may be required for approval. These exceptions will be reviewed on a semester basis or as individual circumstances change.

No parking 12:30 a.m. to 6 a.m.

Regardless of the permit held, no student, faculty or staff may park on adjacent city streets from 12:30 a.m. to 6:00 a.m. Vehicles parked overnight in campus zones must be moved to their assigned zones by 8:00 a.m. Overnight parking is available in the Zone 2 (Gilbane) lot.

Car Alarms

Vehicles equipped with alarms that do not cease emitting intermittent or constant sound for a total of three minutes within any 15-minute period are strictly forbidden. Violators will be ticketed and towed.

Visitor Parking

Visitors to the Admissions Office are free to park in the Perry Hall parking lot and temporary visitor permits may be obtained from Admissions staff at that location.

Non-Compliance

Failure of a student or employee to register a motor vehicle and/or comply with College parking policies may result in fines, towing charges and loss of permission to park a vehicle in College zones, as well as the possible loss of other privileges, suspension or dismissal. Failure to pay parking fines in a timely manner will affect students' financial standing with the college resulting in a hold on grades, transcripts or the ability to register for classes.

Waiver of Liability

Champlain College assumes no responsibility for the care or protection of any vehicle or its contents at any time it is operated or parked in campus zones. Any damage or theft involving the vehicle (interior or exterior) is the owner's responsibility.

Permit Information

Permit Policy

Students, faculty, staff and vendors who bring a vehicle to campus must register their vehicle with the Campus Public Safety Office. Visitors should ask their campus contact for information about parking on campus.

Permit Fees

- Zone 1: Free for Faculty & Staff
- Zone 2: Free for Students
- Zone 3: Permit fees are \$170/semester for full-time Faculty, Staff and Commuting Students, \$75/semester for part-time Faculty, Staff and Commuting students.
- Zone 4: Permit fees are \$200/semester for full-time Faculty, Staff and Commuting Students, \$90/semester for part-time Faculty, Staff and Commuting students.
- Permit fees are \$170/semester for residential special needs permits (Zone 5). There is no charge for parking in qualified satellite lots.
- Evening students can park in any available lot after 4 p.m. for free or in the Zone 2 lot during shuttle hours. There is no charge for students to park in the Gilbane lot at any time.

Metered Parking

Metered parking lots available at Bader, Miller Information Commons, and 56 Summit. \$1 per hour, 8am - 4pm, M-F. Champlain permit required.

Zone Permits

Permits are issued by zone depending on enrollment or employment status with the College, taking into account special needs. Fees may be paid in full at registration or, in the case of faculty and staff, by payroll deduction.

Residential students who enroll in Radiography or who work until at least 11pm at least one night per week may apply for a zone 5 permit and park under the Main Street Suites. Cost is \$170 per semester and spaces are limited and assigned on a first come basis. Proof of employment is required.

Placement

Affix the decal to the lower left-hand corner of the front windshield. Decals must be clearly visible through the front windshield.

Replacement Permits

Notify the Campus Public Safety Office immediately if your permit is lost or stolen. Log on to ThePermitStore.com to request a replacement permit. Once a replacement permit is ordered, the old permit is no longer valid. There is a \$10 processing fee for replacement permits.

Refunds

If you withdraw (or cease College employment) within five days of receiving your permit, 100% of the permit cost will be refunded provided you return your permit by mail to ThePermitStore.com and permanently remove your vehicle from the campus.

Permits are not transferable Remove your permit from your vehicle if you sell it or otherwise transfer ownership. Log on to ThePermitStore.com to change or update your vehicle information. Permits may not be transferred to other individuals or used on vehicles not registered for that permit.

Register for a Permit

All vehicles, not including motorcycles, operating on campus must register no later than the first week of classes each semester.

Students, faculty and staff may apply for parking permits by logging on to ThePermitStore.com. When you reach "The Permit Store," enter Champlain as your parking destination. Students, faculty and staff will all be required to use the last 7 digits of their Datatel ID number during the registration process. Limited parking is available in Champlain College zones, therefore permits will be issued by zone on a first-come, first-served basis.

If you are paying by check or money order, your decal will not be mailed until the payment is received. Permits cost \$70-90 per semester (depending on zone) for part time students and staff and \$170-\$200 per semester (depending on zone) for full time students and staff.

If you are paying by credit card, once you have entered your credit card information, you will receive a message that says "approved," this only means your credit card was accepted- this does not mean your parking request was approved.

How to Order

When first visiting ThePermitStore.com, applicants will be asked to create a new account in the system. The process uses the applicant's email address as the account name and the applicant will create a password to access their account. Forgotten passwords can be retrieved at anytime as long as the applicant can receive emails at the address used to create the account.

The following information is needed to complete a campus parking permit purchase:

1. **Personal Info** - Name, Address, Email and College ID number.
2. **Vehicle Info** - Vehicle make, model, year, color, and license plate number.
3. **Payment** - Credit card, check or money order. Payroll deduction is also available for qualified faculty and staff.

If the application is approved a parking permit will be sent in the mail to your campus mail box or home address provided at registration if you do not have a campus box. It will be received in 2-3 business days (with exceptions for holidays and weekends).

ONLINE PARKING SERVICES

home: **option selection**

Please select an option below:



NOTE: If you are having trouble using the site, [click here](#).

Apply

Please click on the Apply button to place your online permit order.
(Have your vehicle license plate number available.)

Activate

To activate your newly received parking permit, click here.

Citations

Click Here to Pay or Appeal your Parking Violations at www.SCAPAY.com

My

To review or update your account information, click here.
(This includes your permit, vehicle and personal information.)

Champlain College is currently accepting applications for 2009-2010 Parking Permits through ThePermitStore.com. Click on the "**Apply**" button above to purchase a parking permit. A processing fee may apply.

Please affix your Champlain parking permit to the lower left corner of your vehicle's windshield. Thank you.

The following information is needed to complete a campus parking permit purchase:

Personal Info – Name, Address, Email, Drivers License and Datatel ID number.

Vehicle Info – Vehicle make, model, year, color, and license plate number.

Payment – Credit card, check or money order. Payroll deduction is also available for qualified faculty and staff.

Please visit the following links for more information:

[Champlain Collge Home Page](#)

New Search

Violations & Appeals

A person ticketed has the option of paying the citation or appealing the citation online at www.scapay.com.

Citations may be presented to the owner/operator in person or placed on the windshield.

If the ticket is not paid or dismissed it must be appealed within 15 days. The system will send a confirmation the appeal has been received. The Appeals Committee which is comprised of faculty, staff and students meets every 2 weeks to decide the outcome of an appealed ticket.

The Committee hears each appeal, discusses each ticket and then decides to dismiss the ticket, reduce the fine amount or uphold the ticket and the entire fine. Each individual appealing a ticket is notified of the outcome by e-mail.

Each person ticketed gets at least 2 email reminders and a letter in the mail reminding them to pay the citation. If the citation remains unpaid after the letter has been sent the ticket is sent to Student Accounts for collection and a \$25.00 administrative fee is added to the total amount.

Cars with 3 unpaid tickets or that have not obtained a parking permit may be towed without further warning. Champlain affiliates parked illegally outside Champlain College parking zones may also be ticketed.

The finding of the Appeals Committee is absolutely final and will not be overturned. Students or staff with questions about the process should contact the office of Campus Safety.

Commuting Resources

Despite our location in a rural state, we are fortunate to have a variety of transportation options to assist you in your commute to campus. Ultimately, we hope to reduce the number of single occupancy vehicles coming to campus, and the resources listed below are our path to doing so, especially through our membership with [CATMA](#) and partnerships with [CCTA](#) and [CarShare Vermont](#). We also recommend [Go Chittenden County](#) for general commuting information and resources.

Questions about how to get from one place to another? See our [Commuter FAQs](#).

Want to compare travel modes? Check out the [Side By Side Router tool](#).

Bike/Walk/Board	Local Bus/Transit	Carpooling & Ride-Sharing
CarShare	Taxi Service	Buses, Trains, and more

Bicycle (and foot, board, skate...)

- Employee Commuter Benefits for Champlain employees
 - [Bike/Walk Rewards Program \(CATMA\)](#)
 - [Emergency Ride Home \(CATMA\)](#)
- [Bikes on CCTA Buses](#)
- [Bicycle Benefits](#) - Purchase a sticker, adhere it to your bike helmet, and receive a variety of discounts at local businesses.
- [Local Motion](#) - A member-supported non-profit organization promoting people-powered transportation and recreation for healthy and sustainable Vermont communities.
- [trailFINDER \(Local Motion\)](#)
- [Safe Streets Collaborative](#) - Getting cyclists, pedestrians, and motorists alike - to make our roadways safer for people on foot and on bike.
- [Winter Walking & Biking Tips](#)

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Local Bus/Transit

- [Unlimited Access to CCTA](#) buses
- [Chittenden County Transportation Authority \(public bus service\)](#) - CCTA's network of 19 bus routes extends throughout eight cities and towns in the greater Burlington area, and includes frequent stops from early morning until late evening. Buses run Monday through Saturday, with limited service on Sunday.
- [Google Transit](#) - use this tool to find how to get from point A to B using public transit
- FREE WiFi on LINK routes
- [Champlain College Shuttle](#) - Currently services main campus, Lakeside, Quarry Hill, and Spinner Place.
 - Shuttle App, "[ChampShuttle](#)", available for your smart phone or computer. [Learn more here](#).

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Carpooling & Ride-Sharing

Employee Commuter Benefits:

- [Confidential Carpool Matching Service \(CATMA\)](#)
- [Go Chittenden County](#)
- [Emergency Ride Home \(CATMA\)](#) - also available to students living at Quarry Hill or Spinner.

Champlain College students who park offsite at the Gilbane lot, or who reside at Quarry Hill or Spinner Place will be issued a CATMA Emergency Ride Home Card to their campus mailbox. This CommuteSmart card enables students to get to/from main campus and these sites when shuttles or CCTA buses are not running. Instructions for use of this program can be found on the back of the CATMA card. These cards are issued to eligible students at the onset of each semester. If a student at these sites hasn't received their card please send an email to: riden@champlain.edu.

All employees who obtain a permit to park offsite at the Lakeside Avenue campus will automatically be enrolled in [CATMA's Emergency Ride Home Program](#) and will receive a personalized Commute Smart Card. This program provides employees with a FREE taxi ride to their vehicle at Lakeside in the event of an emergency and/or our shuttle isn't available. For eligible emergency uses and information on commuter programs and incentives, visit www.catmavt.org, email catma@uvm.edu or call 802-656-RIDE.

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Car-Sharing

CarShare Vermont A network of vehicles parked in convenient spots all over town, including two at Champlain, that you can use by the hour or day whenever you need to drive.

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Taxi Services*

- [Green Cab \(taxi\)](#)
- [Morf Transit](#)

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Other Modes of Travel (Long-distance)*

- [Lake Champlain Ferries](#)
- [Megabus](#)- Direct service to Amherst, Boston, Hartford, New York City, and Saratoga Springs
 - Burlington stop at the UVM [Davis Center](#)
- [Greyhound](#)- Based at the Burlington Airport
 - Burlington stop on Main Street and University Heights
- [Burlington International Airport](#)
- [Amtrak](#) - "Burlington" station is in Essex Junction

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*Champlain College does not have an official relationship with any of these businesses.

CHAMPLAIN NEWS

01/20/14: [Next Steps for Women's Empowerment Initiatives](#)

01/20/14: [Where to Focus Our Energy on MLK Day](#)

01/16/14: [Champlain Students Gear Up for Annual Elevator Pitch Competition](#)

Transportation Services & Shuttle

Once you arrive on campus, we hope you'll find it an easy place to get around, whether by our shuttle, our sidewalks and paths, or bike.

Shuttle

With our Champlain Shuttle system, we aim to provide safe and convenient service to the Champlain community (students, staff and visitors), so that we can reduce the amount of vehicle traffic on campus and in Burlington.

- [Champlain College Shuttle](#) – Currently services main campus, Lakeside, Quarry Hill, and Spinner Place
- [UVM Late night shuttle](#) – Champlain students may utilize this service and may be asked to show their College ID

Bike

- [Campus Bike Rack Map](#)
- Showers available for use in IDX and Lakeside
- Bike rack on white campus shuttle
- Lakeside BikeShare—There are a few bicycles available for employees to check out at Lakeside. See Tee Mulhall for more information.
- Burlington Bicycle Map available from Campus Safety, Sustain Champlain, or brochure racks around campus.

Walk

- Champlain and Burlington are generally very walkable places. This [map](#) shows just what falls within a 10-minute walking range of main campus and Lakeside.

Beyond Campus

Need information on getting around off-campus? See the many resources on the [Commuting Resources](#) pages.



Gilbane/Lakeside Shuttle Schedule

DOWNLOAD A PRINTABLE SHUTTLE SCHEDULE

Serving Lakeside Ave Campus/Gilbane Lot and Main Campus

Note - Shuttles run ONLY when Champlain is in Session. Direct service to/from Champlain College's Lakeside Ave. Campus and Main Campus. Continuous Loop Operating M-F.

- Bus 1 (white Champlain shuttle): 6:30am - 9:00pm
- Bus 2 (Mountain Transit Bus #124): 7:30am - 6:00pm

MON-THUR LATE NIGHT SERVICE, 9:10pm-12:20am					
Champlain College	Spinner Place	Champlain College	Quarry Hill	Champlain College	Lakeside/Gilbane
9:10p	9:20p	9:30p	9:40p	9:50p	10:00p
10:10p	10:20p	-	10:30p	10:40p	10:50p
11:00p	11:10p	-	11:20p	11:30p	11:40p
11:50p	12:00a	-	12:10a	12:20a	No stop

WEEKEND SERVICE, SAT/SUN 11am-8:30pm			
Spinner Place	Quarry Hill	Champlain College	Lakeside Campus
11:00a	11:15a	11:30a	11:45a
Noon	12:15p	12:30p	12:45p
1:00p	1:15p	1:30p	1:45p
2:00p	2:15p	2:30p	2:45p
3:00p	3:15p	3:30p	3:45p
4:00p	4:15p	4:30p	4:45p
5:00p	5:15p	5:30p	5:45p
6:00p	6:15p	6:30p	6:45p
7:00p	7:15p	7:30p	7:45p
No stop	No stop	8:00pm	No stop
No stop	8:15pm	No stop	No stop
8:30pm			

Quarry Hill Shuttle Schedule

DOWNLOAD A PRINTABLE SCHEDULE OF THE QUARRY HILL SHUTTLE SCHEDULE.

MONDAY-FRIDAY, 7:05am-8:50pm	
Quarry Hill	Champlain College
7:05a	7:20a
7:35a	7:50a
8:05a	8:20a
8:35a	8:50a
9:05a	9:20a
9:35a	9:50a
10:05a	10:20a
10:35a	10:50a
11:05a	11:20a
11:35a	11:50a
12:05p	12:20p
12:35p	12:50p
1:05p	1:20p
1:35p	1:50p
2:05p	2:20p
2:35p	2:50p
3:05p	3:20p
3:35p	3:50p
4:05p	4:20p
4:35p	4:50p
5:05p	5:20p
5:35p	5:50p
6:05p	6:20p
6:35p	6:50p
7:05p	7:20p
7:35p	7:50p
8:05p	8:20p
8:35p	8:50p

MON-THUR LATE NIGHT SERVICE, 9:10pm-12:20am					
Champlain College	Spinner Place	Champlain College	Quarry Hill	Champlain College	Lakeside/Gilbane
9:10p	9:20p	9:30p	9:40p	9:50p	10:00p
10:10p	10:20p	-	10:30p	10:40p	10:50p
11:00p	11:10p	-	11:20p	11:30p	11:40p
11:50p	12:00a	-	12:10a	12:20a	<i>No stop</i>

WEEKEND SERVICE, SAT/SUN			
11am-8:30pm			
Spinner Place	Quarry Hill	Champlain College	Gilbane Lot
11:00a	11:15a	11:30a	11:45a
Noon	12:15p	12:30p	12:45p
1:00p	1:15p	1:30p	1:45p
2:00p	2:15p	2:30p	2:45p
3:00p	3:15p	3:30p	3:45p
4:00p	4:15p	4:30p	4:45p
5:00p	5:15p	5:30p	5:45p
6:00p	6:15p	6:30p	6:45p
7:00p	7:15p	7:30p	7:45p
<i>No stop</i>	<i>No stop</i>	8:00pm	<i>No stop</i>
<i>No stop</i>	8:15pm	<i>No stop</i>	<i>No stop</i>
8:30pm			

Spinner Place Shuttle Schedule

[DOWNLOAD A PRINTABLE VERSION OF THE SPINNER PLACE SHUTTLE SCHEDULE.](#)

MON-THUR, 7:05am-9:10pm/ FRIDAY 7:05am-6:10pm	
Spinner Place	Champlain College
7:05a	7:20a
7:35a	7:50a
7:40a	7:55a
8:05a	8:20a
8:10a	8:25a
8:35a	8:55a
8:55a	9:10a
9:10a	9:25a
9:25a	9:40a
9:40a	9:55a
9:55a	10:10a
10:10a	10:25a
10:25a	10:40a
10:40a	10:55a
10:55a	11:10a
11:10a	11:25a
11:25a	11:40a
11:40a	11:55a
11:55a	12:10p
12:10p	12:25p
12:25p	12:40p
12:40p	12:55p
12:55p	1:10p
1:10p	1:25p
1:25p	1:40p
1:40p	1:55p
1:55p	2:10p
2:10p	2:25p
2:25p	2:40p
2:40p	2:55p
2:55p	3:10p
3:10p	3:25p
3:25pm **	
3:40p	3:55p
4:10p	4:25p
4:40p	4:55p
5:10p	5:25p
5:40p	5:55p
6:10p **	6:25p
6:40p	6:55p
7:10p	7:25p
7:40p	7:55p
8:10p	8:25p
8:40p	8:55p
9:10p **	

WEEKEND SERVICE, SAT/SUN 11am-8:30pm			
Spinner Place	Quarry Hill	Champlain College	Gilbane Lot
11:00a	11:15a	11:30a	11:45a
Noon	12:15p	12:30p	12:45p
1:00p	1:15p	1:30p	1:45p
2:00p	2:15p	2:30p	2:45p
3:00p	3:15p	3:30p	3:45p
4:00p	4:15p	4:30p	4:45p
5:00p	5:15p	5:30p	5:45p
6:00p	6:15p	6:30p	6:45p
7:00p	7:15p	7:30p	7:45p
No stop	No stop	8:00pm	No stop
No stop	8:15pm	No stop	No stop
8:30pm			

MON-THUR LATE NIGHT SERVICE, 9:10pm-12:20am					
Champlain College	Spinner Place	Champlain College	Quarry Hill	Champlain College	Lakeside/Gilbane
9:10p	9:20p	9:30p	9:40p	9:50p	10:00p
10:10p	10:20p	-	10:30p	10:40p	10:50p
11:00p	11:10p	-	11:20p	11:30p	11:40p
11:50p	12:00a	-	12:10a	12:20a	No stop

FLETCHER ALLEN HEALTH CARE ATTACHMENTS

IDENT	Sec00058
Type of Document:	Policy
Type of Policy:	Dept
Applicability:	Secu
Owner's Dept:	Secu
Title of Owner	Dir
Title of Approving Official:	VP Hospital Services
Date Released (Published):	August 20, 2013
Next Review Date	August 20, 2016



SUBJECT: FLETCHER ALLEN PARKING POLICY

PURPOSE:

The Fletcher Allen Parking Policy is intended to outline the procedures utilized by the Security Department to manage parking at the three main Fletcher Allen campuses.

POLICY STATEMENT:

The policies associated with the Fletcher Allen Security Management program have been developed to document established procedures and practices utilized by the Fletcher Allen Security Department.

Section 1	Introduction
Section 2	Vehicle Registration
Section 3	Parking Permits
Section 4	Parking Regulations
Section 5	Parking Penalties
Section 6	Medical Center Campus Parking
Section 7	UHC Campus Parking
Section 8	Fanny Allen Campus Parking
Section 9	Parking Alternatives

SECTION 1 INTRODUCTION

The parking systems and regulations described in this document are intended to safely maximize the use of our available parking spaces and at the same time allow for flexibility to meet the continuously changing parking demand at the Fletcher Allen three main campuses (Fanny Allen, Medical Center, and UHC).

Compliance with these regulations is necessary to ensure adequate parking for our patients and visitors.

SECTION 2 VEHICLE REGISTRATION

All Fletcher Allen staff and affiliates who wish to park their vehicles in a Fletcher Allen controlled parking lot must register their vehicles with the Fletcher Allen Security Department:

Medical Center Campus – The Security Office at the Medical Center Campus is located in Engineering Room 401 and is open between the hours of 8:00 am - 4:00 pm, Monday - Friday. After normal business hours Security staff are available within the Medical Center complex 24 hours a day. Call 847-2812 to meet with a Security Officer and obtain a vehicle registration form.

Fanny Allen Campus – Security staff are available Monday – Friday, 7:30 am to 3:30 pm. Dial 847-6084 or page 121-5565 to contact the on duty Security Officer. After business hours, send an email message to securityservices@vtmednet.org.

UHC Campus – The Security Office at the UHC Campus is located in Arnold building, room 1420D and is open from 6:30 am to 2:30 pm, Monday – Friday. After business hours, leave a message on telephone number 847-0939 and a Security Officer will contact you or send an email message to securityservices@vtmednet.org

New Employees and Employees Transferred from one campus to another – Make arrangements to register your vehicle within five (5) days of employment or transfer.

Registration Period – All vehicles are registered as frequently as required by the Security Department. If necessary, an expiration date is displayed on the permit.

New Shift Assignments – Staff who permanently change work shifts are responsible for obtaining the appropriate parking permit for their shift assignment.

SECTION 3 PARKING PERMITS

Permit Required – All Fletcher Allen staff and affiliate vehicles parked at one of the three main campuses or at a satellite parking lot used by one of the three main campuses must display a current Fletcher Allen parking permit as described below.

Rearview Mirror Hang Tags – *One hang tag is issued to each registered person* regardless of the number of vehicles the person owns and registers. The removable hang tag allows the operator to move the permit from one registered vehicle to another. The tags are color coded and individually numbered to quickly identify the shift the employee is assigned to work and the parking lot the vehicle is assigned to park.

Display of Permits – The hang tag is to be hung from the rear view mirror so the printing faces the windshield.

Colors and Numbering – All hang tags are color coded and sequentially numbered. The color indicates the parking assignment (on-site lot or satellite lot) and the individual number are used to quickly identify the owner of the vehicle in the event of an emergency.

“Emergency On Call” Permits (Medical Center Campus) – Staff working in departments that take “Emergency On Call” are issued special hang tags that authorizes them to park in the ACC garage (green or purple level) when they are called in for emergencies during non-working hours (this does not include being called in because of a scheduling shortage). The permit does not authorize parking in the garage during regularly scheduled work hours (only when the employee is called while off duty).

“Immediate Post Shift Call” Permits (Medical Center Campus) – Staff who qualify for Immediate Post Shift Call are issued a special hang tag that authorizes them to park in the ACC garage (green or purple level) on days that they are scheduled to take immediate post shift call. These employees may not park in the ACC garage on the days their name is not on their departmental immediate post shift call schedule.

Temporary Hang Tags (Yellow paper) – These tags are issued to people who require a special parking assignment for a short period of time or to people who obtain a parking assignment in an area that the existing permits do not address. These permits are individually numbered and must be authorized by the Director of Security or the Security Manager.

Business Needs Permits (Medical Center and UHC Campuses) – A limited number of Business Needs permits are available to staff who use their personal vehicles to frequently come and go from the Medical Center Campus or from the UHC campus for business reasons. Business Needs parking is limited to staff whose job performance would be severely compromised by having an offsite parking assignment. The number of Business Needs permits issued varies based on parking space availability at each campus. Once the maximum number of Business Needs permits has been issued, the Security Office will establish a list of staff requesting a Business Needs parking permit. Additional permits will be issued to staff on the waiting list as parking spaces become available. “Business Needs Waiver Forms” are available at the Medical Center Campus Security Office or at the UHC Campus Security Office. (Note: all appropriate signatures must be obtained before the business need request is considered.)

Medical Needs Permits – Employees who are requesting a temporary or long term parking accommodation due to a medical condition must complete a “Parking Accommodation Request” form and send the completed form to the Security Office, Medical Center Campus, and Engineering 4. Your physician must complete the “Physician Note”

section of the form. The completed document will be reviewed and if approved, a parking assignment made based on the information provided. The parking assignment may be an on-site assignment or a satellite parking assignment based on the circumstances.

Property of Fletcher Allen – All parking permits are the property of Fletcher Allen Health Care and must be surrendered at the request of the Security Department.

SECTION 4 PARKING REGULATIONS

The following regulations apply to all onsite parking and satellite parking locations. In addition to these regulations, staff assigned to park in a satellite lot must abide by the satellite lot parking regulations established by the owner of the satellite parking lot.

- Park in only one parking space.
- Parking only in designated parking spaces (not on the grass or in a travel lane).
- Park only in the lot designated for your parking permit and only in an identified parking spaces, unless instructed to park elsewhere by Security personnel.
- Comply with all signs designed to regulate parking and facilitate the flow of traffic.
- Park in the lot only while you are working or on official Fletcher Allen business. *Parking in the lot to attend school or other non-work related functions is not permitted.*
- The parking permit may not be “loaned” to other employees, friends, or family members. Only the registered employee may park in their assigned parking lot.
- During winter months, a Winter Parking Ban is in effect. There is no overnight parking in surface lots that are exposed to the weather and must be cleared of snow and ice.
- Notify Security if your vehicle will be left in a parking lot for more than 24 hours (Overnight or long term parking for vacations, conferences, field trips, etc is not permitted. Security staff will instruct you on the best parking location for these long term parking needs.)
- Employees may only register and park vehicles that fit within one space. Oversize vehicles, trailers, and R.V.’s are not permitted.
- When driving, pedestrians will be given the right of way. Operators who drive in a careless and negligent manner may lose the privilege of parking on Fletcher Allen property or in a Fletcher Allen satellite parking lot.
- Fletcher Allen Health Care is not responsible for theft, vandalism, or damage to vehicles or their contents while the vehicle is parked or operated on Fletcher Allen property or in a Fletcher Allen satellite parking lot. We encourage motorists to lock their vehicles at all times and store valuables in such a way that they can not be seen from outside the vehicle.
- **Proximity Cards (Medical Center Campus)** – many of the parking lots at the Medical Center Campus are controlled by card access.
 - **Individually Numbered** – The cards are individually numbered and assigned to an individual user or group of users that is identifiable by the card number.
 - **Not to be Shared** – Individually assigned proximity cards are not to be loaned to others.
 - **Lost or Stolen** – Lost or stolen cards must be reported to the Security Department immediately. (Note: There is a \$5.00 charge for lost or stolen proximity cards.)

SECTION 5 PARKING PENALTIES

Fines – Vehicles parked or operated on Fletcher Allen property in violation of the parking regulations will be assessed a ten-dollar (\$10.00) fine for each violation. The fine may be paid at the cashier’s counter of the Business Office on the Medical Center Campus (ACC, Level 3) or the employee may have the fine deducted through payroll deduction.

Repeat Offenders – Motorists who repeatedly violate Fletcher Allen parking regulations will be subject to the following actions:

- Their vehicle will be towed (booted) from Fletcher Allen property at the vehicle owner’s expense.

- Notice of the violations will be forwarded to their immediate supervisor for their awareness and for corrective action, if appropriate. For a description of the corrective action steps that could result from parking violations, please refer to Corrective Action Policy HR-E-02 on Intradoc.
- Future parking in Fletcher Allen parking lots may be denied.

Towing/Booting – All vehicles parked in violation of the regulations set forth in this document are subject to being towed/booted without notice at the vehicle owner's expense. Violations that warrant immediate tow/booting include:

- Vehicles parked contrary to a verbal instruction issued by a Security Officer attempting to control the flow of traffic or efficiently park vehicles.
- Vehicles parked in Fire Lanes or obstructing fire hydrants.
- Vehicles parked in such a way they block or impede the continuous flow of pedestrian or vehicular traffic.
- Unauthorized vehicles parked in handicap spaces.
- Vehicles that have been identified as having multiple violations.
- Vehicles violating the Winter Parking Ban during snow removal periods.
- Abandoned vehicles that have been parked for three or more days.
- Unauthorized vehicles parked in specially marked parking spaces (Examples: Hope Lodge, Special Needs, and other parking spaces marked for special parking).
- Vehicles parked blocking the Emergency Department Ambulance bay or parked in spaces reserved for ambulances.
- Vehicles registered to staff who, in an attempt to escape detection, remove the hanging permit to park in an unauthorized parking area.

APPEALS OF PARKING PENALTIES – Motorists wishing to appeal a ticket, boot, or tow must notify the Security Department in writing within five (5) calendar days of the violation. If an appeal is not received within five days of the violation, the violation will be recorded and future violations will result in the vehicle being towed from Fletcher Allen property at the owner's expense. The steps of the parking penalties appeal process are as follows:

- 1) Discuss the appeal with the Security Manager at the Medical Center Campus Security Office. If the appeal can not be resolved during this discussion, submit a written appeal to the Director of Security.
- 2) The Director of Security will review the written appeal and contact the employee to discuss the violation. If resolution can not be obtained at this level, the Director of Security will document his findings and forward the appeal to the Vice President of Hospital Services.
- 3) The Vice President of Hospital Services will make the final decision in the matter.

NOTE: The above appeal process does not apply to Corrective Actions issued by a supervisor in response to repeated parking violations.

SECTION 6 MEDICAL CENTER CAMPUS PARKING

Parking Assignments at the Medical Center Campus:

There are approximately 2,100 parking spaces at the Medical Center Campus. Approximately 1,000 parking spaces a day are required to meet patient and visitor parking needs. The remaining 1,100 parking spaces at the Medical Center Campus are utilized by staff, volunteers, community physicians, vendors, and other non-patient visitors. Overflow parking is accommodated in off-campus satellite parking lots.

On-Site Parking Assignments – Parking permits for parking in on-site parking lots are issued as follows:

- All evening and night shift staff.
- All attending physicians and residents.
- Staff with "Business Needs" waivers.

Note: A limited number of Business Needs permits will be issued. Once the maximum number of Business

Needs permits is issued, a waiting list will be established and additional permits will be issued as parking space becomes available. (See Section 3 for more information on Business Needs parking)

- Day shift staff who work hours when shuttle services are not operating.
- Senior day shift staff (based on date of hire) Note: The number of senior day shift staff permitted to park on-site may fluctuate based on inpatient and outpatient activity. *When it becomes necessary to reassign staff from on-site lots to satellite lots, the least senior staff holding on-site parking permits will be reassigned to a satellite parking lot.*

Satellite Parking Assignments – Like onsite parking assignments, satellite parking assignments are made based on the employee's date of hire. Whenever possible, home address and direction of travel to and from the Medical Center Campus will be considered when making the assignment. When a preferred satellite lot assignment is not immediately possible, the employee's name will be placed on a waiting list and reassignment to the preferred satellite lot will occur as parking spaces become available.

Parking Lot Uses at the Medical Center Campus

Parking lot use may vary based of circumstances, but in general, the parking lots are utilized as follows:

South Lot (421 spaces) – This parking area is controlled by a card access system and is designated parking for staff with seniority and car poolers. In addition, a portion of the South lot (at the north end) is used for valet parking.

Emergency Department Parking Lot (47 spaces) – The parking lot outside the Emergency Department is reserved for patients who require emergency medical treatment, physicians responding to emergency calls to treat patients in the E.R., ambulances, and law enforcement vehicles.

McClure Parking Garage (322 spaces) – The parking garage is controlled by a card access system and is designated parking for Residents and Business Needs. In addition, a portion of the surface parking lot on the west side of the McClure garage is designated motorcycle parking during the motorcycle season.

ACC Parking Garage (1284 underground parking spaces) – This parking area is controlled by parking booth attendants and access card readers. It is a pay parking lot (hourly rates) for patients and visitors and a non-pay parking area for authorized physicians and staff. (Note: Staff may not pay to park in the ACC parking garage during scheduled working hours. During working hours all staff must park in their assigned parking area.)

Satellite Parking Lots – Various satellite parking lots are utilized to supplement the Medical Center Campus parking needs. The satellite lots are serviced by shuttle systems that transport staff to and from the lots throughout the day. These lots are:

- Catamount East - UVM (300 spaces – Medical Center staff)
- Gutterson – UVM (176 spaces – Medical Center staff)
- Centennial Parking Lot (160 spaces – shuttle service for UHC staff, walking lot for Medical Center staff and contractors)
- Jeffords - UVM by the wind mill (101 spaces – Medical Center staff)
- Fanny Allen Satellite Lot (150 Fletcher Allen spaces- Medical Center staff)

SECTION 7 UHC CAMPUS PARKING

Parking Assignments at the UHC Campus:

On-Site Parking Assignments – Parking permits for parking in on-site parking lots are issued as follows:

- All evening and night shift staff.
- All attending physicians and residents.
- Staff with "Business Needs" waivers.

Note: A limited number of Business Needs permits will be issued. Once the maximum number of Business Needs permits are issued, a waiting list will be established and additional permits will be issued as parking space becomes available. (See Section 3 for more information on Business Needs parking)

- Day shift staff who work hours when shuttle services are not operating.
- Senior day shift staff (based on date of hire)
 Note: The number of senior day shift staff permitted to park on-site may fluctuate based on patient activity. *When it becomes necessary to reassign staff from on-site to satellite parking, the least senior staff holding on-site parking permits will be reassigned to the satellite parking lot.*

Satellite Parking Assignments – All UHC staff not assigned onsite parking are assigned satellite parking at the UVM Centennial Field parking lot. Shuttle busses are used to transport staff to and from the Centennial Field parking lot.

Parking Lot Uses at the UHC Campus:

Parking lot use may vary based of circumstaucses, but in general, the parking lots are utilized as follows:

Onsite UHC Parking Spaces – There are 515 parking spaces at the UHC Campus. The parking spaces are utilized as follows:

Lot A (Horseshoe), 47 spaces – 27 of the 47 spaces are designated handicapped parking for handicapped patients and visitors. The remaining 20 spaces are used for patient and visitor short term parking or patients and visitors with mobility issues.

- **Lot B**, 178 spaces – 153 spaces are used for patient parking and 25 spaces are used for staff and vendor parking.
- **Lot D**, 197 spaces – Employee parking for Fletcher Allen staff assigned to the parking lot and displaying the appropriate parking permit.
- **Pearl Street Lot**, 35 spaces – Employee parking for Fletcher Allen staff assigned to the parking lot and displaying the appropriate parking permit.
- **Taft School Lot**, 58 spaces – Employee parking for Fletcher Allen staff assigned to the parking lot and displaying the appropriate parking permit.

Satellite UHC Parking Spaces – Approximately 110 parking spaces at the UVM Centennial Field parking lot are used for UHC staff parking.

SECTION 8 FANNY ALLEN PARKING

Parking Assignments at the Fanny Allen Campus:

Onsite Parking Assignments – All Fanny Allen staff are assigned onsite parking in parking lots 2 and 3.

Satellite Parking Assignments – No Fanny Allen staff are assigned satellite parking, but approximately 150 parking spaces on the east side of parking lot 2 are used as satellite parking spaces for Fletcher Allen staff shuttling to and from the Medical Center Campus.

Parking Lot Uses at the Fanny Allen Campus:

There are a total of 591 parking spaces at the Fanny Allen Campus.

The parking spaces at the Fanny Allen Campus are color coded:

- Red Painted Spaces** = Patient and Visitor parking
- Yellow Painted Spaces** = Fanny Allen employee parking
- Green Painted Spaces** = Physician parking
- White Painted Spaces** = Satellite parking for Medical Center Campus

Parking lot use may vary based of circumstances, but in general, the parking lots are utilized as follows:

Parking Lot 1, 80 spaces – All 80 spaces are used for patient and visitor parking. (No employee parking is permitted in Lot 1.)

Parking Lot 2, 152 spaces – All 152 spaces are used for employee parking. (Patients and visitors from Lots 1 and 4 may overflow into Lots 2 and 3, if necessary.)

Parking Lot 3, 98 spaces – All 98 spaces are used for employee parking (Patients and visitors from Lot 1 or 4 may overflow into Lots 2 and 3, if necessary.)

Parking Lot 4, 95 spaces – The parking spaces closest to the building are painted Red for patient and visitor use. The parking spaces on the south edge of the parking lot are painted Green for physician parking.

Shuttle Lot, 150 spaces – The shuttle lot is located on the east side of Lot 2 and is used for Medical Center Campus employees assigned to shuttle to and from work at the Medical Center Campus.

SECTION 9 PARKING ALTERNATIVES

Fletcher Allen Health Care offers incentive programs designed to encourage alternative means of transportation to and from the Medical Center Campus and the UHC Campus.

Note: Contact the Fletcher Allen Security Department (8472812) for the most up to date information.

These programs include:

Car Pooling – Registered car poolers with two or more participants obtain the following incentives:

- .50 cent gas coupons for each registered person in a vehicle.
- Vehicles with two or more occupants may park on-site. (At the Medical Center Campus, onsite car pool parking is in the South Lot.)
- Guaranteed Ride Home Program – Available through the CATMA (Campus Area Transportation Management Association). Call 656-7433. Taxi vouchers are available for car poolers who must leave work because of an emergency or for those who miss their ride home because of work related reason.

Note: Fletcher Allen Health Care is a member of the Campus Area Transportation Management Association (CATMA). Members of CATMA include Champlain College, the City of Burlington, Fletcher Allen Health Care, the University of Vermont, and the American Red Cross.

- Rides Work – Match car pooling needs through CATMA publication, "RidesWork". Call 656-7433.

Note: Car pool privileges are revoked immediately for staff who violate car pool regulations (see written car pool regulations).

Discount Bus Coupons – CCTA bus passes at discounted prices for Fletcher Allen staff:

- **Local CCTA Service** – 50% off – Fletcher Allen subsidizes 50% of local fees for Fletcher Allen staff.
- **CCTA Link Express** – 25% off – Fletcher Allen subsidizes 25% of local fees for Fletcher Allen staff.
- Payroll deduction available.
- Passes obtained at the Medical Center Campus Security Office and the UHC Campus Security Office.
- Monthly and 10 Trip passes are available for most CCTA programs.

MONITORING PLAN: N/A

DEFINITIONS: N/A

RELATED POLICIES:

Parking Enforcement Policy, SEC00006

<http://web03.fahc.org/xpedio/groups/public/documents/fapolicy/secu00006.pdf>

REFERENCES: N/A

REVIEWERS:

Charlie Zea,	Security Manager
Steve Theriault,	Security Supervisor
Mike-Ann Young,	Security Staff Assistant
	Human Resources Specialist

OWNER'S NAME: Jack Conry, Director of Security

APPROVING OFFICIAL'S NAME: Dawn LeBaron, VP Hospital Services

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SUBJECT: Car Pooling Policy

PURPOSE: This policy is intended to outline the Fletcher Allen Car Pool Program. The policy describes the process for registering a car pool group, the incentives available to car pool participants, and the enforcement of the program.

POLICY STATEMENT: Car pooling benefits employees, the organization, the community, and the environment. The employee benefits by reducing travel costs, the organization benefits by reducing parking demand, the community benefits by reduced traffic, and the environment benefits by reduced vehicle emissions.

All Fletcher Allen employees are encouraged to car pool or use public transportation. Fletcher Allen, in coordination with the Campus Area Transportation Management Association (CATMA), has developed incentives for selected Fletcher Allen campuses to encourage car pooling. These incentives are designed to reduce parking demand and traffic congestion during peak periods of the business day.

Fletcher Allen car pool incentives are available at the following locations:

- The Medical Center Campus (day and evening shifts)
- The UHC Campus (day shift)
- The Fanny Allen Campus (day and evening shift)
- One Burlington Square (day shift)

PROCEDURE:

A. Registration:

1. All car pool participants must register with Security to be eligible for car pool incentives.
2. All car pool participants must be FAHC employees who work on the same campus. Car pool participants who are not FAHC employees would not qualify for all the incentives offered through FAHC.
3. Car pool participants may only register with one car pool group.
4. **Car Pool Registration Form:** One car pool registration form must be completed and signed by each member of the car pool group. The forms are available in the Security office and will include the employee's name, work information, and vehicle information.

Important: The car pool group is responsible for keeping the car pool registration form information up-to-date. As car pool group participants are added or dropped from the group, the registration form must be updated at the Security Office. Unregistered passengers in a car pool vehicle do not qualify as car pool participants.

5. **Non-Car Pool Parking Assignment:** All car pool participants will be issued an individual parking assignment for parking on days that they are not car pooling. A parking hang tag will be issued indicating this individual's non-car pool parking assignment.
6. **Car Pool Parking Assignment:** Security staff will issue one car pool hang tag and a car pool parking assignment to the car pool group. The car pool hang tag must be displayed from the car pool vehicle's rearview mirror when the car pool vehicle is parked in the assigned car pool parking lot (parking lot choices by campus are listed below).

Note: Your carpool parking permit must be displayed over your individual parking permit. (ie. Fanny Allen, Centennial Field,

Gutterson, Catamount East, South Lot).

7. **Car Pool Hang Tag Display:** The car pool hang tag will be displayed from the vehicle's rearview mirror in front of the employee's individual hang tag. The car pool tag should be displayed in such a way that the printing is visible from outside the windshield.
8. **Parking Hang Tags are Nontransferable:** Individual hang tags and car pool hang tags are nontransferable and may not be "loaned" or transferred to anyone else.
9. **Entering and Exiting Car Pool Assigned Parking Lots:** At least two registered car pool group members must be in the vehicle when the car pool vehicle enters and exits the assigned car pool parking lot. Non-registered passengers in a car pool vehicle do not qualify as car pool passengers. (Note: This requirement is closely monitored by Security staff.)

B. Medical Center Campus – Parking Incentive for Car Pool Groups:

1. **Parking Assignment for the Car Pool Group:** The registered car pool groups may park on-site in the South Lot. There are two gated entrances and exits to the South Parking Lot. The gate at the south end of the lot will be used by all car pool groups. Each car pool group will be issued one proximity card to access and exit the South Parking Lot. (Remember – Two registered car pool members must be in the car pool vehicle as the vehicle enters and exits the South Parking Lot.)
2. **Important:** Remember, there must be two or more car pool group participants in the vehicle displaying the car pool hang tag when the vehicle enters and exits the South Parking Lot. If you are driving alone (not car pooling), you must park at your assigned individual non-car pool parking lot assignment.

C. UHC Campus – Parking Incentive for Car Pool Groups:

1. Registered car pools may park on-site with two or more participants in the vehicle when they enter and exit the parking lot.

Important: Remember, there must be two or more car pool group participants in the vehicle displaying the car pool hang tag when the vehicle enters and exits the South Parking Lot. If you are driving alone (not car pooling), you must park at your assigned individual non-car pool parking lot assignment.

D. Fanny Allen Campus – Parking Incentive for Car Pool Groups

1. All employees (including car pool groups) park on-site in parking lots 2 or 3.

E. One Burlington Square – Parking Incentive for Car Pool Groups

1. Car pool parking for One Burlington Square is at General Dynamics.

F. Other Car Pool Incentives – All Car Pool Groups

1. **Gas Coupons:** Car pool groups earn .50 cents a day for each car pool participant in the vehicle. A gas card is issued to each car pool group to record gas credits earned. Each box on the card represents a .50 cent gas credit. Car pool participants date and initial each box to indicate the days they car pooled to work. (Example: On a day that there are three car pool participants in the vehicle, three boxes would be dated and initialed, which would represent a credit for \$1.50 in gas). When all the boxes have been dated and initialed, the card is delivered to the MCHV or UHC Security Office to obtain two \$5.00 gas coupons. The gas coupons may be redeemed at Dave's Williston Road Citgo.

Important: Gas coupons must be signed before they are redeemed at Dave's Williston Road Citgo. Change will not be given for gas coupons that do not total the amount of gas purchased, so if the gas purchased totals \$7.00 and you give the attendant \$10.00 in gas coupons, you will not receive \$3.00 in change or credit.

2. **CATMA's Guaranteed Ride Home Program:** Through the Campus Area Transportation Management Association all car pool participants are eligible for the Guaranteed Ride Home Program:

Car pool participants are guaranteed a ride home in the following cases:

- a. A participant is left behind because the driver had to leave early.
- b. A rider has to leave because of a sick child.

- c. A rider has to leave because they are ill.
- d. A rider is asked to work later than initially scheduled.

Security staff will issue each car pool group participant a CATMA Guaranteed Ride Home pamphlet. Each participant must complete the CATMA Guaranteed Ride Home registration form and mail it to the CATMA Office at 150 Colchester Ave, Burlington, VT. CATMA will mail each participant a COMMUTE SMART CARD which is to be presented to a taxi driver, if a ride home is needed (instructions are located on back of the card).

- 3. **CATMA's Monthly Drawing for a Gift Certificate to a Downtown Restaurant:** The names of all Fletcher Allen registered car pool participants will be submitted to CATMA and added to the names of car pool participants from other CATMA organizations. Once a month CATMA draws a name from all car pool participants. The name drawn is given a gift certificate for a downtown restaurant.

G. **Enforcement:** The car pool program is monitored very closely by the Fletcher Allen Security Department and other employees throughout the organization. Car pool violations will result in the following penalties:

- 1. **First Violation:** 30 day suspension of car pool privileges and incentives. (Note: This penalty may be increased to a complete revocation of car pool privileges and incentives, if the violation is flagrant or the car pool driver has a history of other Fletcher Allen parking violations.)
- 2. **Second Violation:** Complete revocation of car pool privileges and incentives.

Important: The intention of the car pool program is to reduce the number of vehicles parked at Fletcher Allen. Parking a vehicle at a Fletcher Allen satellite lot and riding together from the satellite parking lot to a car pool parking lot does not qualify as car pool group and does not meet car pool guidelines and will be considered a violation of the program.

H. **Other Transportation Alternatives:**

- 1. **CCTA Local Bus Service:** FAHC offers discounted city bus passes. Contact the Security office for more details, 847-2812.
- 2. **CCTA Link Express Service:** FAHC offers discounted Montpelier Link bus passes. Contact the Security office for more details, 847-2812.
- 3. **CATMA Bike/Walk Program:** A gift certificate incentive is offered to FAHC bikers and walkers. Contact CATMA for more details, 656-RIDE.
- 4. **CATMA Car Pool Matching:** CATMA also offers a list of drivers/riders in the community looking for others to car pool with. Your name and information can also be added to this list.

MONITORING PLAN: N/A

DEFINITIONS: N/A

RELATED POLICIES:

<http://venus.fahc.org/xpedio/groups/public/documents/fapolicy/secu00006.pdf>
Parking Enforcement Policy

<http://venus.fahc.org/xpedio/groups/public/documents/fapolicy/sec00008.pdf>
Towing Policy

REFERENCES: N/A

REVIEWERS:

Charlie Zea, Security/Parking Manager - MCHV
Steve Theriault, Security/Parking Supervisor - UHC/FA

OWNER'S NAME:

Jack Conry, Director of Security, Safety, and parking

APPROVING OFFICIAL'S NAME:

Dawn LeBaron, Vice President of Hospital Services

Intradoc/Security/Secu00053

S:Groups/Facilities Services/Security/Policy Manual/Section B1/Policy

****Parking permits are issued to employees based on date of hire. They are non-transferable and intended only for the use of the holder. Any violations of this policy may result in the loss of parking privileges.****

Fletcher Allen Health Care.....Automobile Registration Form

Last Name:	First Name:	MI:
Local Address:	City/Town:	Zip:

Please supply one of the following: M#: _____ / Employee ID Number: _____

Employee Information (Paid by FAHC)	Non- Employee Information (Not Paid by FAHC)
<p>Date of Hire: ____/____/____</p> <p>Working at which Campus? Fanny MCHV UHC IBS Trinity Other</p> <p>Department: _____</p> <p>Location: _____</p> <p>Phone # _____ Pager # _____</p> <p>Immediate Supervisor: _____</p> <p>Employee Status:</p> <p>Full Time Part Time Per Diem</p> <p>Fellow Resident Midwife CRNA</p> <p>Attending Physician Physician Assistant</p> <p>Nurse Practitioner Traveler - also complete this section →</p> <p>Assigned Hours:</p> <p>_____ am/pm to _____ am/pm</p> <p>_____ am/pm to _____ am/pm</p> <p>_____ am/pm to _____ am/pm</p> <p>I will be working the day shift for orientation: YES NO</p> <p>I will be working weekends: YES NO</p>	<p><u>Attending Physician</u></p> <p>Office Location: _____</p> <p>Phone # _____ Pager # _____</p> <p><u>Student Information</u></p> <p>School: _____</p> <p>Program: _____</p> <p>Ending Date: _____</p> <p>Shift Hours: _____</p> <p>FAHC Contact Person: _____</p> <p><u>Other Non-Employees</u></p> <p>Affiliation: _____</p> <p>Department You're Working In: _____</p> <p>Department Phone Number: _____</p> <p>Shift Hours: _____</p> <p>Ending Date: _____</p> <p>FAHC Contact Person: _____</p>

	Vehicle # 1	Vehicle # 2	Vehicle # 3
Make:			
Model:			
Color:			
Plate #:			
State:			

Severe Weather Emergency: Please place an X in the box, if you have a four wheel drive vehicle and would be willing to assist with transportation needs in a severe weather emergency.
 Home phone number: _____

I agree to abide by the parking regulations established at each of the FAHC Campuses. I understand that I am responsible for penalties (fines) obtained for violating these regulations. I also understand that repeat violations or serious violations will result in my vehicle being towed from Fletcher Allen property.

Signature: _____ Date: _____

Please notify FAHC Security (847-2812) of any changes to this information. Thank You!

FLETCHER ALLEN HEALTH CARE
Security Services

REGISTRATION UPDATE FORM

Today's Date: _____

Employee Name: _____ Date of Hire: _____

Employee ID Number: _____ or Social Security #: _____

Vehicle Information: Make _____ Model _____
Color _____ Plate# _____ State _____

Vehicle you would like taken off your registration: _____

*****SECURITY USE*****

Original Hanging Decal Issued: _____

New Hanging Decal Issued: _____ Reason: _____

FLETCHER ALLEN HEALTH CARE

Security Services

Carpool Number: _____

Car Pool Registration

Proximity Card Number: _____

Employee #1

Employee #2

Name: _____

Name: _____

Department: _____

Department: _____

Campus: MCHV UHC 1 Burl Sq Fanny Allen

Campus: MCHV UHC 1 Burl Sq Fanny Allen

Intercampus Mailing Address: (including floor and building)

Intercampus Mailing Address: (including floor and building)

Scheduled Hours: _____

Scheduled Hours: _____

Vehicle:

Vehicle:

Make/Model: _____ / _____

Make/Model: _____ / _____

Plate#/State: _____ / _____

Plate#/State: _____ / _____

Vehicle:

Vehicle:

Make/Model: _____ / _____

Make/Model: _____ / _____

Plate#/State: _____ / _____

Plate#/State: _____ / _____

Employee #3

Employee #4

Name: _____

Name: _____

Department: _____

Department: _____

Campus: MCHV UHC 1 Burl Sq Fanny Allen

Campus: MCHV UHC 1 Burl Sq Fanny Allen

Intercampus Mailing Address: (including floor and building)

Intercampus Mailing Address: (including floor and building)

Scheduled Hours: _____

Scheduled Hours: _____

Vehicle:

Vehicle:

Make/Model: _____ / _____

Make/Model: _____ / _____

Plate#/State: _____ / _____

Plate#/State: _____ / _____

Vehicle:

Vehicle:

Make/Model: _____ / _____

Make/Model: _____ / _____

Plate#/State: _____ / _____

Plate#/State: _____ / _____

Please Read and Sign Below

I have received a copy of the FAHC Car Pool Parking Policy and I agree to abide by the regulations therein. I understand that I am responsible for penalties acquired as a result of this policy.

Employee #1: _____ Date: _____ Employee #2: _____ Date: _____

Employee #3: _____ Date: _____ Employee #4: _____ Date: _____

1.....Fanny Allen Shuttle Schedule

Start August 23, 2010

Morning Busses		
	Departs Fanny Allen	Departs MCHV
Bus1	4:15 AM	4:30 AM
Bus 2	4:30 AM	4:45 AM
Bus1	4:45 AM	5:00 AM
Bus 2	5:00 AM	5:15 AM
Bus1	5:15 AM	5:30 AM
Bus 2	5:30 AM	5:45 AM
Bus1	5:45 AM	6:00 AM
Bus 2	6:00 AM	6:15 AM
Bus1	6:15 AM	6:30 AM
Bus 2	6:30 AM	6:45 AM
Bus1	6:45 AM	7:00 AM
Bus 2	7:00 AM	7:15 AM
Bus1	7:15 AM	7:30 AM
Bus 2	7:30 AM	7:45 AM
Bus1	7:45 AM	8:00 AM
Bus 2	8:00 AM	8:15 AM
Bus1	8:15 AM	8:30 AM
Bus 2	8:30 AM	8:45 AM
Bus1	8:45 AM	9:00 AM

Mid Morning - Van Service		
	Departs FAH	Departs MCHV
Van A	9:00 AM	9:15 AM
Van B	9:15 AM	9:30 AM
Van A	9:30 AM	9:45 AM
Van B	9:45 AM	10:00 AM
Van A	10:00 AM	10:15 AM
Van B	10:15 AM	10:30 AM
Van A	10:30 AM	10:45 AM
Van B	10:45 AM	11:00 AM
Van A	11:00 AM	11:15 AM
Van B	11:15 AM	11:30 AM
Van A	11:30 AM	11:45 AM
Van B	11:45 AM	12:00 PM
Van A	12:00 PM	12:15 PM
Van B	12:15 PM	12:30 PM
Van A	12:30 PM	12:45 PM
Van B	12:45 PM	1:00 PM
Van A	1:00 PM	1:15 PM
Van B	1:15 PM	1:30 PM
Van A	1:30 PM	1:45 PM
Van B	1:45 PM	2:00 PM
Van A	2:00 PM	2:15 PM
Van B	2:15 PM	NA
Van B	Leaves Fanny @ 2:15 pm to drop off at MCHV	

Evening Busses		
	Departs MCHV	Departs Fanny Allen
Bus 1	2:20 PM	2:35 PM
Bus 2	2:35 PM	2:50 PM
Bus 1	2:50 PM	3:05 PM
Bus 2	3:05 PM	3:20 PM
Bus 1	3:20 PM	3:35 PM
Bus 2	3:35 PM	3:50 PM
Bus 1	3:50 PM	4:05 PM
Bus 2	4:05 PM	4:20 PM
Bus 1	4:20 PM	4:35 PM
Bus 2	4:35 PM	4:50 PM
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Bus 2	7:35 PM	7:50 PM
Bus 1	7:50 PM	8:05 PM
Bus 2	8:05 PM	8:20 PM
Bus 1	8:20 PM	8:35 PM
Bus 2	8:35 PM	8:50 PM
Bus 1	8:50 PM	9:05 PM
Bus 2	9:05 PM	9:20 PM
Bus 1	9:20 PM	

Note: All times are estimates may be affected by traffic congestion in the community.



Security
Services

UVM Catamount East Parking Information

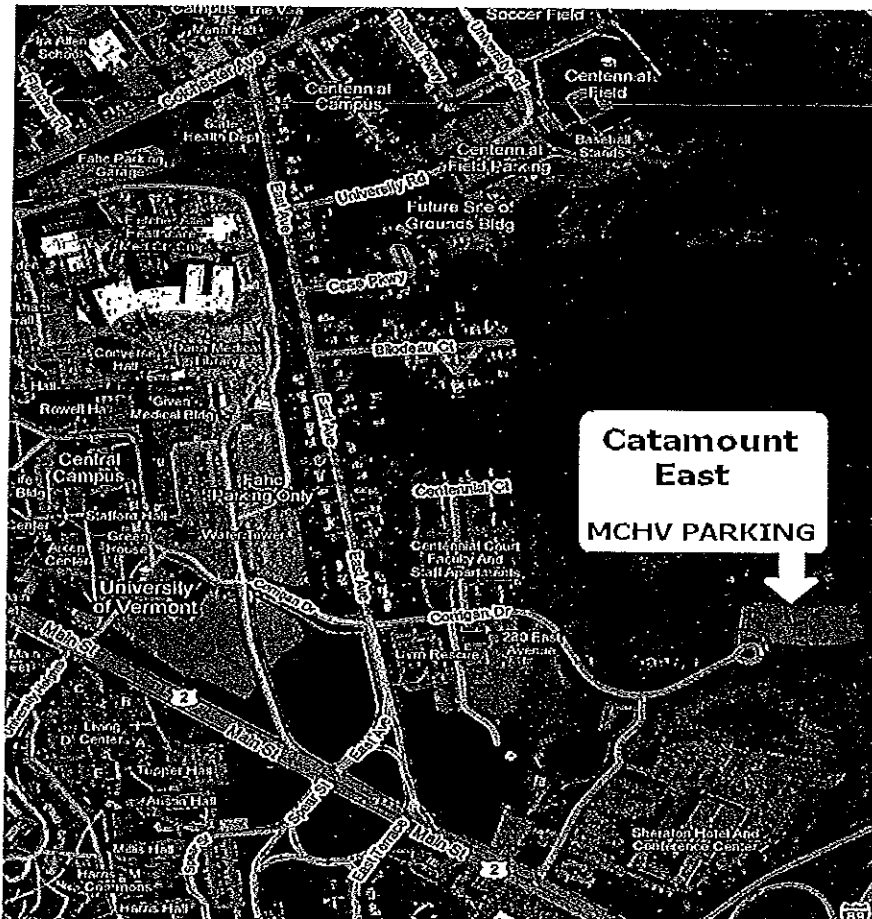
Your Parking Assignment M - F: UVM Catamount East Parking Lot when your shift is scheduled between 4:15 am and 9:15 pm.

Rotating Shifts: If you indicated on your parking registration form that you rotate shifts or that you work a day shift that goes beyond 9:15 pm, the parking tag you have been issued indicates that you rotate shifts (see the attached instructions for rotating shift parking).

Weekends and Holidays: Parking for weekends and Fletcher Allen observed holidays is in Lot C, the ACC underground garage.

Displaying Your Parking Tag: Hang the tag from your rear view mirror, so the printing faces the windshield.

Parking Policy: For additional parking information please refer to the Fletcher Allen Parking Policy, Policy SEC00058 in Intradoc or on the Security Service's Intranet Website.



Shuttle Service:

See shuttle schedule on the reverse side.

Location:

Carrigan Drive (off of East Avenue) behind the Sheraton Hotel.

Thank you for your assistance!!!

Security Services 847-2812

Catamount East Shuttle Schedule

Shuttle Service Description:

- 1) **Non-Peak Hours** - One shuttle will operate continuously to and from the Catamount East parking lot and the McClure Circle (see schedule below).
- 2) **Peak AM and PM Hours** – Two shuttles will operate continuously to and from the Catamount East parking lot and the McClure Circle (see schedule below).
- 3) **Overall Service** - Shuttle service is expected to be between 10 and 15 minutes, depending on traffic.

4:15 am to 5:30 am

- One yellow school bus traveling continuously to and from the Catamount East Lot.
- The first bus to McClure Lobby leaves Catamount East at 4:15 am.

5:30 am to 8:30 am

- Two yellow school busses traveling continuously to and from the Catamount East Lot.

8:30 am to 2:00 pm

- One yellow school bus traveling continuously to and from the Catamount East Lot

2:00 pm to 6:30 pm

- Two yellow school busses traveling continuously to and from the Catamount East Lot.

6:30 pm – 9:15 pm

- One yellow school bus traveling continuously to and from the Catamount East Lot.
- The last shuttle to the Catamount East lot leaves the McClure Lobby at 9:15 pm.

After 9:15 pm

- Contact Security at 847-2812 for transportation to the Gutterson Lot

Starts August 23, 2010



Security
Services

Gutterson Parking Information

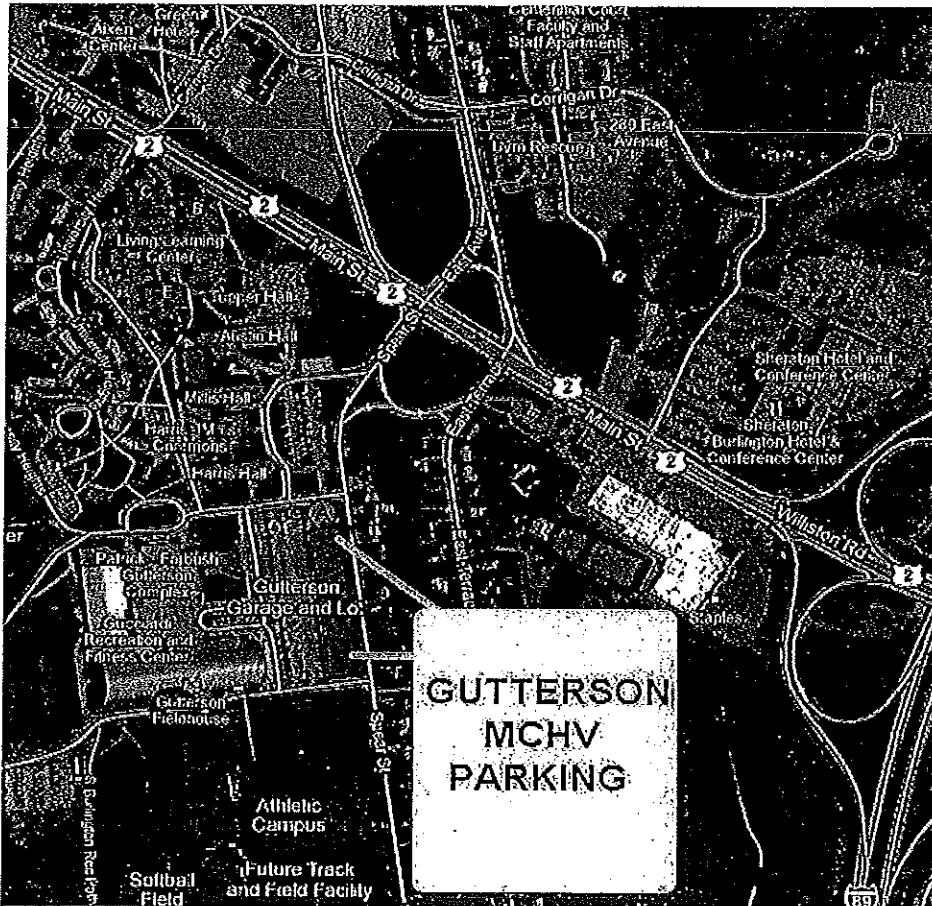
Your Parking Assignment M - F: Gutterson Parking Lot when your shift is scheduled between 4:15 am and 6:00 pm.

Rotating Shifts: If you indicated on your parking registration form that you rotate shifts or that you work a day shift that goes beyond 9:15 pm, the parking tag you have been issued indicates that you rotate shifts (see the attached instructions for rotating shift parking).

Weekends and Holidays: Parking for weekends and Fletcher Allen observed holidays is in Lot C, the ACC underground garage.

Displaying Your Parking Tag: Hang the tag from your rear view mirror, so the printing faces the windshield.

Parking Policy: For additional parking information please refer to the Fletcher Allen Parking Policy, Policy SEC00058 in Intradoc or on the Security Service's Intranet Website.



Shuttle Service:

See shuttle schedule on the reverse side.

Location:

East side of the UVM Gutterson Field House. The surface parking lot closest to Spear Street.

Directions:

From Spear Street follow signs for Gutterson parking.

Thank you for your
assistance!!!

Security Services 847-2812

Gutterson Shuttle Schedule

Shuttle Service Description:

- 1) One shuttle will operate continuously from 4:15 am to 6:00 pm between the Gutterson parking lot and the McClure Circle.
- 2) Shuttle service is expected to be between 10 and 15 minutes, depending on traffic.
- 3) **Jug Handle** – When there is no traffic congestion, the shuttle driver will have the option of traveling to and from Gutterson through the jug handle.
- 4) **UVM Express Shuttle Route** – If the jug handle is congested, the shuttle driver will have the option of using the UVM shuttle route to and from Gutterson. The shuttle route avoids the jug handle by crossing Main Street by the UVM Living and Learning Center.

4:15 am to 9:00 am

- One yellow school bus traveling continuously to and from the Gutterson Lot.
- The first bus to McClure Lobby leaves Gutterson at 4:15 am.

9:00 am to 2:00 pm

- One 15 passenger van traveling continuously to and from the Gutterson Lot

2:15 pm to 6:00 pm

- One yellow school bus traveling continuously to and from the Gutterson Lot.
- 4:00 pm – 6:00 pm – A second yellow school bus operates continuously to and from the Gutterson Lot
- The last bus to Gutterson leaves the McClure Lobby at 6:00 pm.

After 6:00 pm

- Contact Security at 847-2812 for transportation to the Gutterson Lot



Security
Services

Centennial Parking

Your Parking Assignment M - F: Centennial when your shift is scheduled between 4:15 am and 9:15 pm.

Rotating Shifts: If you indicated on your parking registration form that you rotate shifts or that you work a day shift that goes beyond 9:15 pm, the parking tag you have been issued indicates that you rotate shifts (see the attached instructions for rotating shift parking).

Weekends and Holidays: Parking for weekends and Fletcher Allen observed holidays is in Lot C, the ACC underground garage.

Displaying Your Parking Tag: Hang the tag from your rear view mirror, so the printing faces the windshield.

Parking Policy: For additional parking information please refer to the Fletcher Allen Parking Policy, Policy SEC00058 in Intradoc or on the Security Service's Intranet Website.



Walk-Lot:

Centennial is a walking lot; there is no shuttle service to/from this lot for the MCHV Campus.

Location:

University Road, off of East Avenue.

Thank you for your
assistance!!!

Security Services 847-2812



In alliance with
The University of Vermont
Security Services

Centennial Field Shuttle Schedule

The UHC to Centennial shuttle bus and van will run Monday through Friday. The Yellow bus will have a clock on board and will depart at the times listed below. Between 9:05am and 3:20pm a white van will provide transport to and from Centennial field. The van will continuously travel between UHC and Centennial field.

AM BUS PICKUP AT CENTENNIAL	MIDDAY VAN TRANSPORT TO AND FROM CENTENNIAL	PM BUS PICK UP AT UHC
4:50 AM	<p>*****</p> <p>MIDDAY VAN WILL PICK UP PASSENGERS BETWEEN THE HOURS OF 9:05AM AND 3:20PM</p> <p>THE VAN WILL CONTINUOUSLY TRAVEL BETWEEN UHC AND CENTENNIAL FIELD</p> <p>*****</p>	3:20 PM
5:05 AM		3:35 PM
5:20 AM		3:50 PM
5:35 AM		4:05 PM
5:50 AM		4:20 PM
6:05 AM		4:35 PM
6:20 AM		4:50 PM
6:35 AM		5:05 PM
6:50 AM		5:20 PM
7:05 AM		5:35 PM
7:20 AM		5:50 PM
7:35 AM		6:05 PM
7:50 AM		<p>If transport to Centennial is needed after 6:05pm . Please call security at 847-2812 to arrange a ride</p>
8:05 AM		
8:20 AM		
8:35 AM		
8:50 AM		
9:05 AM		



In alliance with
The University of Vermont
Security Services

Centennial Field Shuttle Schedule

The UHC to Centennial shuttle bus and van will run Monday through Friday. The Yellow bus will have a clock on board and will depart at the times listed below. Between 9:05am and 3:20pm a white van will provide transport to and from Centennial field. The van will continuously travel between UHC and Centennial field.

AM BUS PICKUP AT CENTENNIAL	MIDDAY VAN TRANSPORT TO AND FROM CENTENNIAL	PM BUS PICK UP AT UHC
4:50 AM	<p>*****</p> <p>MIDDAY VAN WILL PICK UP PASSENGERS BETWEEN THE HOURS OF 9:05AM AND 3:20PM</p> <p>THE VAN WILL CONTINUOUSLY TRAVEL BETWEEN UHC AND CENTENNIAL FIELD</p> <p>*****</p>	3:20 PM
5:05 AM		3:35 PM
5:20 AM		3:50 PM
5:35 AM		4:05 PM
5:50 AM		4:20 PM
6:05 AM		4:35 PM
6:20 AM		4:50 PM
6:35 AM		5:05 PM
6:50 AM		5:20 PM
7:05 AM		5:35 PM
7:20 AM		5:50 PM
7:35 AM		6:05 PM
7:50 AM		<p>If transport to Centennial is needed after 6:05pm . Please call security at 847-2812 to arrange a ride</p>
8:05 AM		
8:20 AM		
8:35 AM		
8:50 AM		
9:05 AM		

MORE EMPLOYEE BENEFITS AND PROGRAMS**Employee Wellness**

The Wellness Program, working with BCBSVT, provides the access, opportunity, support, and encouragement needed for you to be healthier and happier at work and home. In 2014, you'll have the opportunity to earn cash rewards for completing activities that promote better health and overall well-being. Activities include completing a health assessment, having preventive screenings, and visiting your dentist and your primary care provider. There are also incentives for participating in activities that support your career, financial, emotional, and community well-being. Please visit the wellness site at FletcherAllen.org/wellness to find out about the 2014 campaign and to begin working towards your well-being.

Employee Discounts

Many area companies and merchants offer discounts to our employees, including discounts on cell phone contracts, automotive repair, electronics, entertainment, meals and lodging, gym memberships, and many other services and products. To take advantage of many of these discounts you will need to show your Fletcher Allen ID badge. For more information, visit HR Central.

Paying for Meals with Your ID Card

Our employee food outlets offer reasonably priced meal options that include fresh and organic local fare. You'll find locally-raised ground beef, many vegetarian choices and organic fair-trade coffee. Employees can use their ID badges to purchase food at the Medical Center, UHC, and Fanny Allen campuses. The cost will be deducted from an upcoming paycheck.

On-site Banking and Financial Education

Fletcher Allen employees can become a member of the New England Federal Credit Union (NEFCU), and enjoy free checking with all the perks, as well as low cost, convenient auto and home loans. NEFCU offers an array of seminars for everyone in your family. NEFCU is committed to being "your financial advocate." For more information, call 879-8790 or visit NEFCU.com.

Employee Referral

Fletcher Allen is always looking for everyday heroes to join the team. When you encourage your most talented friends, family members, and professional acquaintances to apply: you may qualify for an Employee Referral Bonus of up to \$1,000. To be considered, the first step is to have the applicant enter your name on their online application. Each successfully hired referral you make may lead to a big reward! For more information, call 847-2825, option 3 or visit our intranet site at intranet.fletcherallen.org/Employee_Resources/Recruitment/Pages/Employee_Referral_Program.aspx.

Health Assistance Program

The Health Assistance Program (HAP) can help individuals and families whose household income does not exceed 400% of the federal poverty level. HAP can assist with obtaining medications through the Affordable Medication Program, acquiring eyeglasses, and paying for dental care. They can assist with obtaining State and Federal health care programs such as Dr. Dynasaur, Vermont Health Connect, and our own Fletcher Allen Patient's Assistance Program. HAP services are not limited to Fletcher Allen employees, but are available to the community. For more information, call 847-6984 or email at healthassistanceprogram@vtmednet.org.

CATMA

Fletcher Allen is a member of CATMA (Campus Area Transportation Management Association). Through this membership, employees are eligible to enroll in a variety of alternative commuter programs, including \$15 gift cards for biking or walking to/from work, confidential carpool matching services, and emergency rides home. For more information, call 656-RIDE or visit CATMAVT.org.

**Frymoyer Community Health Resource Center
(ACC Main Pavilion, 3rd Level)**

The Frymoyer Center is a consumer health education library that can help employees and their family members research health and wellness topics. The Frymoyer Center can also locate resources for health care, social services, and support groups in the area. Employees may borrow from the collection of consumer health books and DVDs. The Frymoyer Center also provides computers for access to the UVM Dana Medical Library which includes electronic medical journals. For more information, call 847-8821 or visit FletcherAllen.org/community_resources/resource_center/about_frymoyer/.

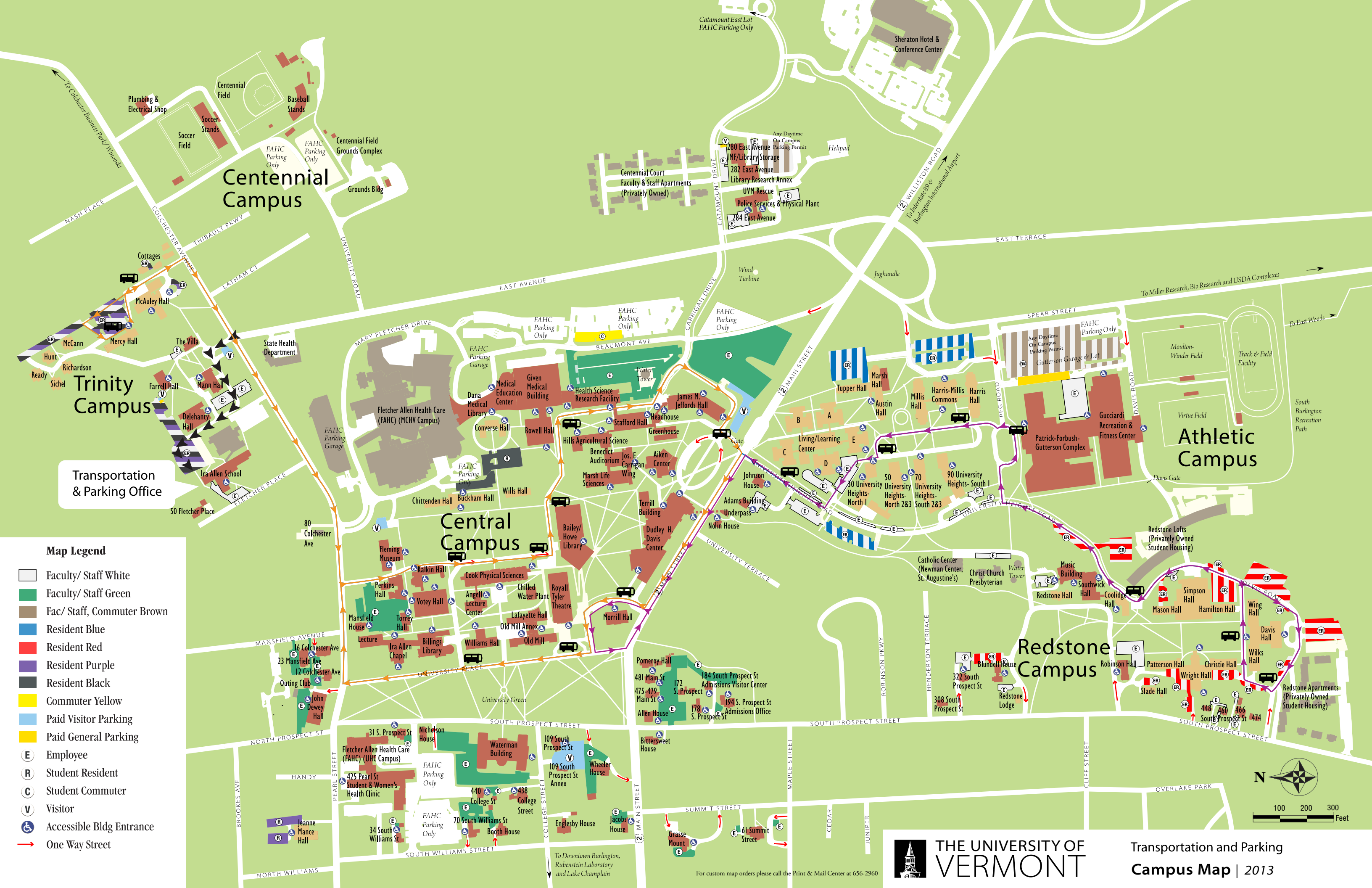


Fletcher Allen Health Care
Benefits Department
151OH5 ■ UHC Campus
1 South Prospect Street
Burlington, VT 05401-1429

(802) 847-2825, Option 2
intranet.FAHC.org



UNIVERSITY OF VERMONT ATTACHMENTS



Centennial Campus

Trinity Campus

Central Campus

Athletic Campus

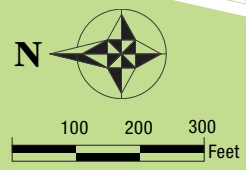
Redstone Campus

Transportation & Parking Office

- Map Legend**
- Faculty/ Staff White
 - Faculty/ Staff Green
 - Fac/ Staff, Commuter Brown
 - Resident Blue
 - Resident Red
 - Resident Purple
 - Resident Black
 - Commuter Yellow
 - Paid Visitor Parking
 - Paid General Parking
 - E Employee
 - R Student Resident
 - C Student Commuter
 - V Visitor
 - ♿ Accessible Bldg Entrance
 - One Way Street



Transportation and Parking
Campus Map | 2013



For custom map orders please call the Print & Mail Center at 656-2960

In Fall 2011, [The League of American Bicyclists](#) selected the University of Vermont as one of the nation's most "Bicycle Friendly Universities," at the [Association for the Advancement of Sustainability in Higher Education](#) conference in Pittsburgh, Pa.





Campus Parking

Policy Statement

The University of Vermont manages parking on its main campus through the use of a permit system for members of the University community and a visitor system for guests. All members of the University community, including students, faculty, staff, and staff of affiliated organizations, vendors, and contractors, are required to display a valid University-issued parking permit on their vehicle when parked in campus parking lots during restricted hours. The University reserves the right to determine eligibility to park on campus for all groups or individuals and may restrict certain groups from using campus parking facilities. Visitors have the option of using either a fee-based lot designated for visitors or parking meters on campus.

All parking on campus is paid during restricted hours. Individuals displaying a valid, state-issued, handicapped parking plate, placard, or hang tag may park at no cost, but members of the University community using handicapped parking must register their vehicle with the University. Once on campus, individuals operating a vehicle or parking must observe all University parking rules and regulations.

Reason for the Policy

This policy is designed to minimize the number of vehicles on campus using the Transportation Demand Management System and to manage the parking inventory through use of core/premium and peripheral parking zones, the campus shuttle system, and alternative transportation options to ensure places for people to park upon arriving on campus.

Applicability of the Policy

This policy applies at all times to any individual who wishes to park a car on the University of Vermont campus.

Policy Elaboration

None

Definitions

Affiliated Staff: Individuals who are employed by organizations that do business at the University, including contractors with office space at the University.

Core/Premium Parking: Parking that is in close proximity to one's assigned workplace.

Faculty or Staff: University employees who provide or support the instructional, research, and public service activities of the University.

Peripheral Parking: Parking that is on the outer perimeter of the University main campus serviced by the campus shuttle system.

Restricted Hours: Those hours when lots require valid permits and meters require payment for parking. These hours are posted on signs at the entrance to each lot.

Students: All persons who are enrolled or pre-registered in academic courses at the University. UVM students who simultaneously become associated with the University in any manner as employees or consultants will retain the status of student, as far as campus vehicle registration is concerned, until exempted from this rule by Parking Services.

Vendors and Contractors: Individuals who work for companies doing business with the University on a contractual basis. For the purpose of this document, these individuals would not have assigned office space at the University (see Affiliated Staff).

Visitor: Any person who is not registered or pre-registered for classes and is not employed or temporarily employed by or at the University.

Procedures

All parking procedures and guidelines are posted online on the Transportation and Parking Services website (<http://www.uvm.edu/tps>).

Forms

Faculty and Staff Permit Application

<http://www.uvm.edu/tps/parking/?Page=permit.html&SM=submenufacstaff.html>

Student Permit Application

<https://uvm.t2hosted.com/cm/index.aspx>

Contractor/Vendor Permit Application

<http://www.uvm.edu/tps/parking/vendorApplication.pdf>

Visitor Parking Permit Request

<http://www.uvm.edu/tps/parking/?Page=visitors.html>

Visitor Parking Validation Code Request

<http://www.uvm.edu/tps/parking/?Page=visitors.html>

Contractor Impact Requisition

<https://www.uvm.edu/~tpswww/impact/confirmNetId.php>

Supplemental Parking Placard Application

<https://www.uvm.edu/~tpswww/svpdbp/confirmNetId.php>

Faculty and Staff Update Vehicle & Wait List information

<http://www.uvm.edu/tps/parking/?Page=permit.html&SM=submenufacstaff.html>

First Year Student Waiver

<http://www.uvm.edu/tps/parking/?Page=first.html&SM=submenustudent.html>

Appeals

<http://www.uvm.edu/tps/parking/?Page=appeals.html&SM=subpi.html>

Contacts

Questions related to the daily operational interpretation of this policy should be directed to:

Director, Transportation and Parking Services

38 Fletcher Place, Burlington, VT 05405

Phone: (802)-656-8784

Fax: (802)-656-6550

The Vice President for University Relations and Administration is the official responsible for the interpretation and administration of this policy.

Related Documents/Policies

Parking Regulations

<http://www.uvm.edu/tps/parking/?Page=rules.html&SM=subpi.html>

Contractor Parking Guidelines

<http://www.uvm.edu/tps/parking/?Page=vendor.html>

Effective Date

Approved by the President on February 3, 2011

GENERAL PARKING INFORMATION

The University of Vermont Transportation and Parking Services

I. Parking Regulations:

Parking regulations are enforced 24 hours a day, seven days a week using a system of warnings, citations, and/or removal of vehicles by towing. Permits are not required during [UVM Administrative Holidays](#) with the exception of student residential lots which require a permit at all times.

1. All students, faculty and staff parking any motor vehicle in student residential lots where it is posted a permit is required at all times, must properly display their valid parking permit at all times. The permit must correspond with the lot restrictions as posted.
2. All students, faculty and staff parking any motor vehicle in lots where it is posted a permit is required between the hours of 7:00 am-6:00 pm; Monday through Friday must properly display their valid parking permit during those hours. The permit must correspond with the lot restrictions as posted.
3. In circumstances where more than one vehicle is registered under a single permit, parking more than one vehicle on campus at a time is prohibited.
4. Parking permits are the property of the University of Vermont. Permits are not transferable to another user and may not be re-manufactured, resold, altered or photocopied under any circumstances. Vehicles found in violation of this regulation will be subject to towing. Individuals violating this regulation will be referred to Police Services and will be subject to the revocation of campus parking privileges. In addition to the aforementioned, individuals will be subject to the University judicial process.
5. Willfully falsifying information in any transaction including, but not limited to, registering or attempting to register vehicles not in accordance with the guidelines stated on the permit application shall constitute a violation. Individuals violating this regulation will be referred to Police Services and will be subject to the revocation of campus parking privileges. In addition to the aforementioned, individuals will be subject to the University judicial process.
6. Faculty, staff, students and visitors will be held responsible for all parking citations involving their vehicles, any vehicle that they operate on campus property, or any vehicle displaying a permit assigned to them.
7. The University designates approved parking spaces with two yellow or white painted lines. Vehicles shall not be parked in any area not designated as parking. The University is under no obligation to mark all areas where parking is prohibited.
8. Vehicles parked in disabled or reserved spaces without the appropriate permit will be subject to citations and/or vehicle removal by towing.
9. Parking beyond the time limit in any area where the maximum time limit is posted is prohibited.
10. Cases involving unauthorized removal, attempted removal, possession of, tampering with or damaging University property managed by Transportation and Parking Services will be referred to Police Services. Individuals in violation of this regulation will be subject to the University judicial process.
11. Motor vehicles repeatedly found in violation of the University's parking regulations will be assigned Habitual Offender status and may be subject to citation impact fees and the removal of the vehicle by

towing.

II. Traffic Regulations (Enforced by Police Services):

1. All motorists are expected to know and comply with state motor vehicle laws and traffic ordinances of the City of Burlington.
2. The maximum speed limit is 25 miles per hour on all campus roads and drives, and 10 miles per hour in all parking areas.
3. Pedestrians will be given the right-of-way at all crosswalks.
4. Driving motor vehicles on campus walkways, lawns, shuttle routes or areas not specifically designated as a roadway is prohibited and subject to a fine and replacement/repair costs.
5. Operators of motor vehicles shall comply with traffic signs (yield, stop, etc.) or the direction of a Police or Transportation and Parking Services officer.
6. The University of Vermont assumes no responsibility for damage to, theft from, or theft of any vehicle parked on University property. Motor vehicle accidents that occur in the UVM campus should be reported to Police Services.

III. Enforcement

- Citations: Traffic citations may either be presented to the owner/operator, placed on the vehicle's windshield, or in special circumstances be mailed to the registrant.

Parking Violation	Fine
Expired Space/Meter	\$25
Permit Not Displayed	\$30
Parked in a Restricted Area	\$30
Parked without a Valid permit	\$50
Parking in Fire Lane/Roadway	\$80
Disabled Space Violation	\$80
Use of Unauthorized Permit	\$80*
Falsifying Information	*
Disregarding Traffic Signs	*
Unauthorized use of, removing, possession of, tampering with or damaging University property managed by Transportation and Parking Services.	*

*Violations administered by Police Services

- Towing Vehicles: The Departments of Transportation and Parking Services and Police Services have the authority to remove, by towing, any motor vehicle from University property when found:
 1. Parked in a designated disabled or reserved parking space without proper authorization;
 2. Displaying a fraudulent or unauthorized parking permit;
 3. As a habitual offender, parked in violation of the University's Parking Rules and Regulations;
 4. Parked in an area that is not designated as parking;
 5. Impeding access/operation of emergency vehicles or snow removal;

6. Abandoned three or more days without valid state registration;
7. When safety or nuisance conditions warrant, including but not limited to, leaking gas or fluids that may be harmful to the environment, or a faulty car alarm causing a disturbance;

The owner/operator of the vehicle will be held liable for the cost involved in the removal and storage, except when legally parked vehicles are removed during an emergency. In such case, the removal will be at no expense to the owner/operator.

Any vehicle that is towed under the University's towing guidelines will be assessed the minimum tow fee when attachment occurs. Attachment is defined as the boom, bed, cable or chain of the tow vehicle being in physical contact with the vehicle being towed. If the tow vehicle has been in contact under these guidelines and for any reason needs to unhook or re-adjust, the vehicle shall be considered attached and subject to the attachment fee.

Prior to retrieving a vehicle from the towing company, individuals must obtain a vehicle release form from Transportation and Parking Services during business hours. At all other times and in circumstances where the vehicle has been removed for the unauthorized use of a parking permit, individuals must obtain the release form from Police Services. All towing and storage fees will be the responsibility of the owner/operator.

IV. Appeals

Links on this page:

1. [UVM Police Services](#)
2. [Appeals](#)
3. parking@uvm.edu

Last modified September 06 2012 03:10 PM

GENERAL PARKING INFORMATION

Appeals Agreement

The process of appeals allows a customer to appeal a parking citation and/or tow believed to have been issued in error. If valid documentation is needed to substantiate the appeal, it must be provided at the same time the appeal is submitted. The appeal must be submitted within 10 business days of the issue date of the citation or the appeal will not be considered for review.

The following reasons are considered frivolous and will not be considered as basis for appeal:

- Only parked illegally for a short period of time;
- Four-Way Flashers were on;
- There were many spaces available, therefore I was not taking anyone's parking space;
- Inability to pay the amount of the fine;
- Lack of knowledge of the regulations, for example, new to campus, have not reviewed regulations, didn't see the lot restriction sign;
- Other vehicles were parked improperly;
- Stated failure of officer to ticket previously for similar offenses;
- Late to class, work or appointment etc.;
- No other place to park or my lot of choice was full;
- Someone else was operating the vehicle;
- Vehicle was broken down or inoperable and no attempt by the vehicle operator was made to contact Parking or Police Services;
- Notification from another source other than Parking Services that parking was permitted;
- I did not receive or read my notification email that I was parked in violation until after the citation was issued;
- I did not visit my car for days and was unaware of receiving citations;

Appeals may only be submitted online. Forms with missing, incorrect or incomplete information will not be considered for review.

The initial judgment from Transportation & Parking Services may be appealed to the Traffic Board of Appeals unless otherwise noted. This must be done by filing a second appeal within seven days of the initial judgment. Second appeals submitted after this time frame will be ineligible to appear before the Board.

The Traffic Board of Appeals hears appeals from faculty, staff, students, and visitors who have received parking citations. The Board holds regular meetings throughout the academic year to hear appeals. Appellants wishing to contest our initial decision to the Board for citations appealed during the summer months are heard the following academic year.

The Traffic Board of Appeals is composed of faculty members (appointed by Faculty Senate), staff members (appointed by Staff Council) and students (appointed by Student Government Association). These members elect a chairperson from the faculty or staff members. Three board members shall constitute a quorum. On any given appeal, an appointment will be scheduled and an individual will be given one

opportunity to appear before the Board. The decision of the Board is final on all appeals.

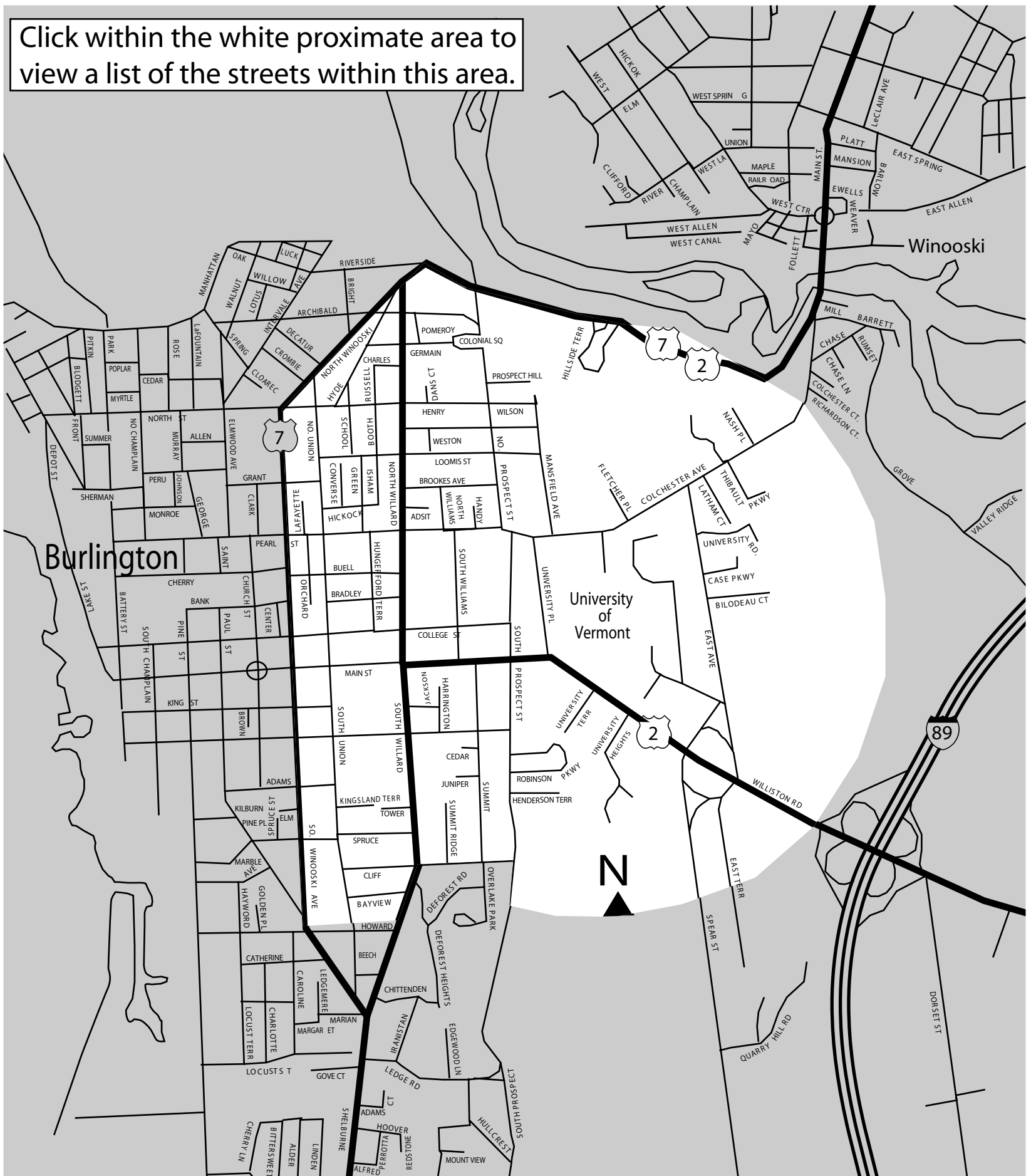
If the citation you are trying to appeal was issued within the last twelve hours, it may not exist in the database as they are uploaded to the server in the evening. If this is the case, please try again later.

I have read and understand the Appeals Agreement and wish to [File An Appeal Online](#).

Last modified August 15 2013 11:48 AM

COMMUTER PROXIMATE MAP

Click within the white proximate area to view a list of the streets within this area.



Addresses Within Proximity

Adams Street 75 and higher	King Street 138 and higher
Adsit Court	Kingsland Terrace
Archibald Street 191 and higher	Lafayette Place
Bayview Street	Latham Court
Bilodeau Court	Loomis Street
Bilodeau Parkway	Main Street 225 and higher
Booth Street	Mansfield Avenue
Bradley Street	Maple Street 202 and higher
Brookes Avenue	Nash Place
Buell Street	North Prospect Street
Case Parkway	North Street 265 and higher
Cedar Lane	North Union Street
Charles Street	North Willard Street
Cliff Street	North Williams Street
Colchester Avenue 390 and lower	Orchard Terrace
College Street 230 and higher	Pearl Street 202 and higher
Colonial Square	Pomeroy Street
Converse Court	Prospect Hill
Dans Court	Robinson Parkway
East Avenue	Russell Street
Fletcher Place	School Street
Germain Street	South Prospect 500 and lower
Grant Street 67 and higher	South Union 440 and lower
Green Street	South Willard 450 and lower
Handy Court	South Williams Street
Harrington Terrace	Spear Street 206 and lower
Henderson Terrace	Spruce Street 40 and higher
Henry Street	Summit Ridge
Hickock Place	Summit Street
High Grove Court	Thibault Parkway
Hungerford Terrace	Tower Terrace
Hyde Street	University Road
Isham Street	University Terrace
Jackson Court	Weston Street
Juniper Terrace	Wilson Street

EMPLOYEE PARKING

Occasional Use Parking Permit Program

The goal of the Occasional Use Parking Program is to provide a way for people who ordinarily commute to campus to occasionally park on campus. The program is intended for full-time faculty, or staff.

Faculty, Staff and Affiliated Staff

Those wishing to park on campus occasionally may do so by purchasing daily permits upon surrendering their full time hangtag and enrolling in this program. One-day permit per month of full time employment per permit cycle (i.e.; 9mos.,12mos., etc.) is available at no cost. Additional permits cost:

- Green Zone (if eligible) - \$4.00
- White Zone - \$3.00
- Brown Zone - \$2.00

Example: A 9-month faculty member wishes to partake of this program at the beginning of the next permit cycle (June 1). They will receive nine one-day free permits and be eligible to purchase individual permits if need be.

The cost of the permits is set in such a manner that most people will realize a monthly savings on parking if the option is used one day per week. We encourage those interested in the program to choose their best option.

Faculty and Staff members will have the option to choose the Zone for which they are eligible based on their campus address. The Green occasional use permit option is wait list controlled the same as the full time Green Permit option.

Occasional use permits follow the same permit cycle as regular permits (June 1st – May 31). Previously issued permits will expire on May 31st. Anyone wishing to continue with program must reapply.

Definitions

Faculty or Staff refers collectively to University personnel who provide or support the instructional, research, and public service activities of the University.

Affiliated Staff refers to individuals who are employed by organizations that do business at the University and are such designated by Human Resources as affiliated. This will also include contractors with office space at the University.

Procedures

Obtaining occasional use permits

Eligible students may obtain a permit by coming to our office at 38 Fletcher Place. Payments for permits can be made by cash, check, credit card or CAT\$cratch.

We do not accept debit cards.

Use of permits

The customer is responsible for filling in the "expires" area of the permit with the date the permit is being used with an indelible marker provided by Transportation and Parking Services. These permits are valid only in the area as indicated in writing on the front of the permit. Any use of permits for purposes other than intended, or failure to fill in an expiration date, may result in a violation being issued or may result in the loss of eligibility for this program.

Last modified September 06 2012 03:10 PM

EMPLOYEE PARKING

Carpool Program

The University's carpool program in addition to helping the environment, is also intended to reduce the use of single occupancy vehicles parking on campus during peak times, therefore making a limited resource more available to those in need. Thus, community members are strongly encouraged to participate in the carpool program.

In collaboration with the Campus Area Transportation Management Association (CATMA) incentives such as the Guaranteed Ride Home and Bike / Walk program (offering monthly drawings to local merchants and restaurants etc.) are available to members of hill institutions actively participating in a carpool program or simply taking the initiative to ride a bike or walk to work. For more details please visit [CATMA](#) or contact them at 656-RIDE.

Requirements for both Green and White Carpool Permits

Participants must be full-time permanent faculty or staff members, working the same shift on the same campus. Each individual participating in the program must own a vehicle and possess a valid driver's license. The valid state motor vehicle registration of each vehicle registering under the carpool program, along with the valid driver's license of each participant, must be presented to Transportation and Parking Services when registering. At time of registration, all participants must submit their individual applications with their own vehicle information and name carpool partners in order to be processed. Remember, if someone leaves the carpool it may affect whether or not you are still eligible for the carpool and whether or not you are paying to park. It is your responsibility to make sure you are in compliance at all times. Any abuse of the program may cause revocation of the permit.

Carpool Hangtag Designation

Vehicles displaying the carpool hangtag are only allowed to park in the designated zone depicted by the color of the permit during restricted times.

Main Campus Carpools: Because each participant is located on Main Campus, parking in areas which are enforced daily for valid permits, each participant may request to be issued an Occasional Use permit (good for 6 to 12 individual days only) to use in case of an emergency where they must park their vehicle on campus while a carpool partner is displaying the carpool hangtag. Please use the enclosed marker to clearly write in the date of use and hang from the rearview mirror in the format of MM/DD/YY. Any permit without a current expiration date will be considered invalid.

Off-Campus Carpools: Unless specifically requested, off-campus carpool participants are not issued Occasional Use permits.

Green Carpool Permit

Rate: A Green Carpool Permit with two participants is payroll deducted at the rate of Brown of each participant's base salary. A Green carpool with 3 or more participants is available free of charge.

Hangtag Designation: One hanging tag is issued for the group to share and is for use by the participant parked on campus. Green carpool participants displaying the green hangtag, may utilize any lot on campus with the exception of all visitor meters, Jeanne Mance Lot, CBWC Lot and Trinity resident only lots.

White Carpool Permit

Rate: A White Carpool Permit with two or more participants is available free of charge.

Hangtag Designation: One hanging tag is issued for the group to share and is for use by the participant parked on campus. White carpool participants displaying the white hangtag, may utilize any faculty / staff lot depicted in white. These permits are restricted from all visitor meters, Jeanne Mance Lot, CBWC Lot and Trinity resident only lots.

Last modified September 06 2012 03:10 PM

University of Vermont Department of Transportation and Parking Services

38 Fletcher Place, Burlington, VT 05405

(802) 656-8686 – Fax: (802) 656-6550 – uvm.edu/tps

2013 – 2014 Affiliate Staff Parking Permit Application

Last Name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

First Name & MI

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Check here to be placed on the Green Permit waitlist

LOCAL ADDRESS or CAMPUS ADDRESS

Address _____

City _____ State _____ Zip Code _____

Email _____ Phone: _____

Vehicle #1

License Plate:

--	--	--	--	--	--	--	--	--	--	--	--

 - State

--	--

Vehicle #2

License Plate:

--	--	--	--	--	--	--	--	--	--	--	--

 - State

--	--

Make _____

Color _____ Year _____

Style (circle one)

2Door 4Door SUV StWgn PkUp Van MtrCyc

Plate Type (circle one)

Passenger Car Truck Motorcycle

Make _____

Color _____ Year _____

Style (circle one)

2Door 4Door SUV StWgn PkUp Van MtrCyc

Plate Type (circle one)

Passenger Car Truck Motorcycle

Please read the following paragraphs carefully before signing below. Signing this document constitutes your legal signature and binding agreement to the terms set forth below.

- I am responsible to know and comply with the University's Parking Rules and Regulations. I am responsible for all parking citations issued to any vehicles associated to me and understand the appeals process. All citations must be paid prior to the issuance of any parking permit.
- I understand the above permit is for the sole use of the individual to whom it is registered, cannot be resold, photocopied or remanufactured, and is not transferrable to any individual or any vehicles other than those registered above. I understand only one vehicle is allowed on campus at one time, per permit.
- I am applying for a permit which represents vehicles which belong to a family member or someone who is not affiliated with the University. Parking privileges attached to my parking permit cannot be transferred to any other individual.
- I understand the above permit is for the sole use of the individual to whom it is registered, cannot be resold, photocopied or remanufactured, and is not to be used by any individual or any vehicles other than those registered above.
- It is my responsibility to return or exchange my permit should my employment status at the University change or end.
- I understand the University may process any delinquent parking fines or fees which are sixty days past due.

Signature _____ Date _____

FOR OFFICE USE ONLY

- ___ Emeriti or Retired (No Charge)
- ___ Brown Permit Fee -- \$165
- ___ White Permit Fee -- \$247
- ___ Green permit Fee -- \$329

- ___ Silver (Off-Site) -- FREE
- ___ Occasional Use -- Brown permit -- \$2.00 per day
- ___ Occasional Use -- White permit -- \$3.00 per day
- ___ Occasional Use -- Green permit -- \$4.00 per day

Permit # _____	Issued by _____
Fee _____	Start Date _____
Cash Check CC ChStr	Exp Date _____
_____	Group _____

University of Vermont Department of Transportation and Parking Services
38 Fletcher Place, Burlington, VT 05405
(802) 656-8686 – Fax: (802) 656-6550 – uvm.edu/tps
2013 – 2014 Faculty/Staff Parking Permit Application

Last Name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

First Name & MI

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Check here to be placed on the Green Permit waitlist

DEPARTMENT NAME and CAMPUS ADDRESS

Email _____ Phone: _____

Vehicle #1

License Plate:

--	--	--	--	--	--	--	--	--	--

 - State

--	--

Make _____

Color _____ Year _____

Style (circle one)

2Door 4Door SUV StWgn PkUp Van MtrCyc

Plate Type (circle one)

Passenger Car Truck Motorcycle

Vehicle #2

License Plate:

--	--	--	--	--	--	--	--	--	--

 - State

--	--

Make _____

Color _____ Year _____

Style (circle one)

2Door 4Door SUV StWgn PkUp Van MtrCyc

Plate Type (circle one)

Passenger Car Truck Motorcycle

Please read the following paragraphs carefully before signing below. Signing this document constitutes your legal signature and binding agreement to the terms set forth below.

- I am responsible to know and comply with the University's Parking Rules and Regulations. I am responsible for all parking citations issued to any vehicles associated to me and to understand the appeals process. I understand only one vehicle is allowed on campus at one time, per permit.
- I am applying for a permit which represents vehicles which belong to a family member or someone who is not affiliated with the University. Parking privileges attached to my parking permit cannot be transferred to another faculty, staff, or student.
- I understand the above permit is for the sole use of the individual to whom it is registered, cannot be resold, photocopied or remanufactured, and is not transferrable to any individual or any vehicles other than those registered above.
- It is my responsibility to return or exchange my permit should my employment status at the University change or end.
- I understand my University compensation will be reduced via pre-tax payroll deduction each pay period at the rate in effect for the parking permit zone and type assigned to me, if applicable.
- I understand the University may process any delinquent parking fines or fees which are sixty days past due.

Signature _____ Date _____

FOR OFFICE USE ONLY

- ___ Emeriti or Retired – FREE
- ___ Brown Permit Fee -- .32% of base salary
- ___ White Permit Fee -- .48% of base salary
- ___ Green permit Fee -- .64% of base salary
- ___ Silver (Off-Site) -- FREE
- ___ Compound (No charge, must have pre-approval from Physical Plant)
- ___ Occasional Use (No Full time Permit) – Initial Permits FREE
- ___ Carpool – Carpool Partners:
 (all members must complete separate application) _____

Permit # _____	Issued by _____
Fee _____	Start Date _____
Payroll _____	Exp Date _____
Cash _____ Check _____	Group _____
CC _____	

38 Fletcher Place, Burlington, VT 05405
 (802) 656-8686 – Fax: (802) 656-6550 – uvm.edu/tps
 2013 – 2014 Student Parking Permit Application

UVM Issued ID. Number

- -

Last Name

First Name & MI

CAMPUS ADDRESS or LOCAL ADDRESS

Address _____

City _____ State _____ Zip Code _____

Email _____ Phone: _____

Vehicle #1

License Plate: - State

Make _____

Color _____ Year _____

Style (circle one): 2Door 4Door SUV StWgn PKUp Van MtrCyc

Plate Type (circle one): Passenger Car Truck Motorcycle

REGISTERED OWNER INFORMATION:

NAME: _____

ADDRESS: _____

CITY, STATE: _____

EMAIL or PHONE: _____

RELATIONSHIP TO DRIVER: _____

Vehicle #2

License Plate: - State

Make _____

Color _____ Year _____

Style (circle one): 2Door 4Door SUV StWgn PKUp Van MtrCyc

Plate Type (circle one): Passenger Car Truck Motorcycle

REGISTERED OWNER INFORMATION:

NAME: _____

ADDRESS: _____

CITY, STATE: _____

EMAIL or PHONE: _____

RELATIONSHIP TO DRIVER: _____

Please read the following paragraphs carefully before signing below. Signing this document constitutes your legal signature and binding agreement to the terms set forth below.

- I am responsible to know and comply with the University's Parking Rules and Regulations. I am responsible for all parking citations issued to any vehicles associated to me and to understand the appeals process. I understand only one vehicle is allowed on campus at one time, per permit.
- I understand information regarding Relationship and Registered Owner is accurate and represents the eligibility status of myself, parent or legal guardian, or otherwise approved. Under no circumstances am I allowed to register a motor vehicle which is attached to another student (even if the student is ineligible). Misrepresentation of this fact to obtain a permit, no matter when discovered, will result in a referral to the Center for Student Ethics and Standards and possible loss of parking privileges. No refunds will be granted to persons involved.
- I understand the assigned permit is for the sole use of the individual to whom it is registered, cannot be resold, photocopied, altered or remanufactured, and is not transferrable to any individual or any vehicles other than those registered above. The consequence for this violation is referral to UVM Police Department and the Center for Student Ethics and Standards and possible loss of parking privileges. No refunds will be granted to persons involved.

Signature _____ Date _____

- Resident – \$330.00 Academic Year, 1 semester \$180.00
- Commuter Brown – \$115.00 Academic Year, 1 semester \$73.00
- Commuter Evening (after 3:30pm) – \$69.00 Academic Year, 1 semester \$45.00
- Silver (Off-Site) – FREE
- Medical Student – 1st & 2nd year: Brown \$115.00
- Medical Student – 3rd & 4th year: Yellow \$329.00, thru 5/31/14, \$27.00 / month

Permit # _____	Type _____
Issue Date _____	Exp Date _____
Cash CAT Check CC ChStr Fee _____	
_____	Issued by _____

University of Vermont Department of Transportation and Parking Services

38 Fletcher Place, Burlington, VT 05405

Phone: (802) 656-8686 – Fax: (802) 656-6550 – www.uvm.edu/tps

2013 – 2014 Vendor/Contractor Parking Permit Application

Please print with a ball point pen.

Company Name

Address _____

City _____ State _____ Zip Code _____

Email _____ Phone: _____

Permit # _____
Fee _____
Cash _____ Check _____
CC _____
Issued by _____
Start Date _____
Exp Date _____
Group _____

Vehicle #1

License Plate:

State

_____ - _____

Make _____

Color _____ Year _____

Style (circle one) 2Door 4Door SUV StWgn PkUp Van

Plate Type (circle one) Passenger Car Truck

Vehicle #2

License Plate:

State

_____ - _____

Make _____

Color _____ Year _____

Style (circle one) 2Door 4Door SUV StWgn PkUp Van

Plate Type (circle one) Passenger Car Truck

Vehicle #3

License Plate:

State

_____ - _____

Make _____

Color _____ Year _____

Style (circle one) 2Door 4Door SUV StWgn PkUp Van

Plate Type (circle one) Passenger Car Truck

Vehicle #4

License Plate:

State

_____ - _____

Make _____

Color _____ Year _____

Style (circle one) 2Door 4Door SUV StWgn PkUp Van

Plate Type (circle one) Passenger Car Truck

Vehicle #5

License Plate:

State

_____ - _____

Make _____

Color _____ Year _____

Style (circle one) 2Door 4Door SUV StWgn PkUp Van

Plate Type (circle one) Passenger Car Truck

Vehicle #6

License Plate:

State

_____ - _____

Make _____

Color _____ Year _____

Style (circle one) 2Door 4Door SUV StWgn PkUp Van

Plate Type (circle one) Passenger Car Truck

Please indicate the number of permits requested: Brown Green White

UVM Department you are working for: _____ UVM Personnel in charge of project _____

Reason permit is needed (to be filled out by University Personnel in charge of project)

VENDOR _____

Email address of contact for citations incurred: _____

UVM Signature _____ Date _____

Please read the following paragraph carefully before signing below. Signing this document constitutes your legal signature and binding agreement to the terms set forth below. I understand I am responsible to know and comply with the University's Parking Rules and Regulations as well as the process of appeals for citations incurred. I understand the above permit is for the sole use of the individual to whom it is registered, cannot be resold, photocopied or remanufactured, and is not transferrable to any individual or any vehicles other than those registered above. I understand only one vehicle is allowed on campus at one time, per permit. I understand that I am responsible for all parking citations issued to any vehicle while conducting business on our behalf and all citations must be paid in full before any parking permits are issued.

Signature _____ Date _____

UVM Supplemental Parking Permit Application

Please complete the form. We will mail your permit to the campus address below. Incomplete forms will not be processed.

Department Information

Name:

The permit will be mailed to the campus address below (edit as needed):

Department:

Campus Address:

Office Location:

E-mail Address:

Telephone Number:

Request Information

Please fill out the fields below for each employee that will need a supplementary placard. If you need to add more employees, please fill out this form as many times as necessary.

Employee Name	Employment Position	Work Location	Percentage*	Type
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Service Vehi <input type="button" value="v"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Service Vehi <input type="button" value="v"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Service Vehi <input type="button" value="v"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Service Vehi <input type="button" value="v"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Service Vehi <input type="button" value="v"/>

*Average percentage of time spent at this location on a typical day

If you would like to add any additional comments to this request, please do so below:

Chartstring (Please type over asterisks if applicable):

Account	Operating Unit	Department	Fund	Source	Function
<input type="text" value="80240"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Projects Business Unit	Project	Activity	Program	Purpose	Property
<input type="text" value="*****"/>	<input type="text" value="*****"/>	<input type="text" value="****"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Signature

Please read the following paragraph carefully before clicking to submit. Your click to submit constitutes your legal signature and binding agreement to the terms set forth below.

The department understands they are responsible to know and comply with the University's Traffic and Parking Rules and Regulations as well as the process of appeals for citations incurred. The department understands the above permit is for the sole use of the department to which it is registered, cannot be resold, photocopied or remanufactured, and is not transferable to any individual not authorized to use the permit. The department understands in the event a permit is lost or stolen, the department will immediately notify Transportation and Parking Services. The department agrees to accept all charges for the placard and any subsequent citations issued to bearers of the placard that are a result of the department.

Submit

Reset

If you choose to submit this form via mail or fax, you must sign below:

Tue Jan 21 15:24:59 2014

UVM Visitor Parking Permit Requisition

Please provide complete information and change any incorrect fields:

Contact Information

Requesting Department

Department Address

Contact or Coordinator

Guest Information

Phone #

Visitor or Group

Email

Date(s) of Event

Number of Permits *

**Please be accurate with the number of permits needed. Unused permits will not be refunded.*

Arrival Time

Specific Information

Departure Time

Parking location will be determined by Transportation and Parking Services based on availability.

Visited Location or Where Attendees Staying

Additional Information

Please indicate whether you will pick up the permits or would rather have them mailed:

Will Pick Up Mail

Chartstring (Please type over asterisks if applicable):

Account	Operating Unit	Department	Fund	Source	Function
<input type="text" value="80240"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Projects Business Unit	Project	Activity	Program	Purpose	Property
<input type="text" value="*****"/>	<input type="text" value="*****"/>	<input type="text" value="****"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

[Contact Us](#) TPS - 250 Colchester Avenue - McAuley Hall - Trinity Campus - Burlington, VT 05405 - (802) 656-8686 © 2006

Enter Your First and Last Name as Authorizing Signature:

The University of Vermont

[Skip to local navigation](#) [Skip to main content](#)



TRANSPORTATION SERVICES

Get Around.

The CATS transportation system provides safe and convenient shuttle service to the UVM community (students, staff and visitors). The goal of the service is to support alternatives to driving, and to help reduce the number of vehicles traveling on city streets and parking in lots on campus.

CATS buses are run by either diesel or compressed natural gas (CNG). The CATS system is handicapped accessible.

Semester Break Service – Friday 12/13 - Sunday 1/2

Time Period	Description
Friday 12/13/13	8pm Regular Service Ends
Monday 12/16/13–Friday 12/20/13	7:20am to 5:40pm Bus follows On-Campus route with service to Redstone on demand only. (Please call 6-8686 for Redstone service)
Monday 12/23/13–Wednesday 1/1/14	NO SERVICE
Thursday 1/2/14–Friday 1/3/14	7:20am to 5:40pm Bus follows On-Campus route with service to Redstone on demand only. (Please call 6-8686 for Redstone service)
Monday 1/6/14–Friday 1/10/14	7:20am to 5:40pm Bus follows On-Campus route with service to Redstone on demand only. (Please call 6-8686 for Redstone service)
Sunday 1/12/14	6:00pm Regular service resumes

Regular Service Schedule (In Effect Until 8pm Friday 12/13)

On Campus

Routes	Days	Times	Runs Every...	Buses Running
Redstone Express	MON–FRI	7:45am–4:45pm	15 Mins	1
Daytime	MON–FRI	7:30am - 6:30pm	10 Mins	3
Evening	MON–THURS	6:15pm–11:45pm	30 Mins	1
Weekend	SAT–SUN	11:30am–6:30pm	30 Mins	1

Off Campus

Routes	Days	Times	Runs Every...	Buses Running
Sunday-Thursday	SUN–THURS	6:30pm–midnight	30 Mins	1
Weekend	FRI–SAT	6:30pm–10:00pm	15 Mins	2
Late-night Weekend	FRI–SAT	10:00pm–3:00am	10 Mins	3



TPS Office
38 Fletcher Pl
Burlington, VT 05405

web: <http://uvm.edu/tps>
email: parking@uvm.edu
phone: 802-656-8686
fax: 802-656-6550

Regular Office Hours
7:30am -- 4:00pm M-F
Extended Office Hours
1/12 Noon -- 4:00pm
1/13-1/14 7:30am -- 6:00pm

Holiday Closure
December 23, 2013
to January 1, 2013
(Reopening Thursday 1/2)

University of Vermont Transportation Services – Shuttle Schedules

For more information visit: <http://uvm.edu/tps>

On-campus: Redstone Express

Days **Times** **Runs Every...**

MON–FRIDAY 7:45am–4:45pm 15 Mins

Last Trip

Leaves Redstone Circle:

- 6:45pm Monday-Friday

On-campus: Day

Days **Times** **Runs Every...**

MON–FRI 7:30am - 6:30pm 10 Mins

Stops

Bus leaves WDW at :00, :20, :40 each hour

Bus leaves Mercy Hall at :10, :30, :50 each hour

On-campus: Evening

Days **Times** **Runs Every...**

MON–THURS 6:15pm–11:45pm 30 Mins

Stops

Bus leaves WDW at :00, :20, :40 each hour

Bus leaves Mercy Hall at :10, :30, :50 each hour

On-campus: Weekend

Days **Times** **Runs Every...**

SAT–SUN 11:30am–6:30pm 30 Mins

Last Trip

Leaves the library:

- 11:46pm Mon-Thurs

University of Vermont Transportation Services – Shuttle Schedules

For more information visit: <http://uvm.edu/tps>

Off-campus: Sunday-Thursday

Days	Times	Runs Every...
------	-------	---------------

SUN–THURS 6:30pm–midnight 30 Mins

Stops

Bus leaves WDW at :00 and :30 each hour

Last Bus

Leaves the library for late-night service:

- 12 midnight

Off-campus: Weekend

Days	Times	Runs Every...
------	-------	---------------

FRIDAY–SAT 6:30pm–10:00pm 15 Mins

Stops

Off-campus service switches from "Off-campus Weekend" to [Off-campus Late-night Weekend](#) at 10:00pm

Off-campus: Late-night Weekend

Days	Times	Runs Every...
------	-------	---------------

FRIDAY–SAT 10:00pm–3:00am 10 Mins

Stops

Off-campus service switches from [Off-campus Weekend](#) to "Off-campus Late-night Weekend" at 10:00pm

TRANSPORTATION SERVICES

Catsride On Demand Shuttle

Catsride is a service that connects off-campus UVM offices with one another and also with the main UVM campus. The service is available to all members of the UVM community and serves office, classroom, and lab locations within a ten mile radius of campus.

Details

Rides are scheduled on a first come, first served basis and can be scheduled up to a month in advance. Planning ahead guarantees you a ride at the most convenient time. To schedule a ride, you can contact us at: catsride@uvm.edu. If you need a ride on the same day, please call the shuttle directly at (802) 233-2594.

Please note that in order to connect CCTA's Montpelier and Middlebury Link Express service with our Colchester sites, Catsride will provide a daily pick up at 7:45 (Monday through Friday) at the Fletcher Allen stop.

Other things you should know:

- Email catsride@uvm.edu before 3:30 pm the day before you wish a ride
- The shuttle can wait no more than five minutes at a pick up. We use cell phone time, so please be courteous to your fellow riders. If we miss you, you can call the driver and we will get back as soon as we can
- We can take packages between locations, but the driver cannot leave the vehicle; If you meet us at the door at both locations, we'll move the items
- We expect to be fully ADA accessible by October 1. If you would like to request accommodations, please let us know

Catsride On Demand Shuttle is an evolving and responsive service. We appreciate your feedback as we learn about your needs and adjust the service accordingly.

Last modified September 06 2012 12:43 PM

APPENDIX B. BURLINGTON COMPREHENSIVE DEVELOPMENT ORDINANCE, ARTICLE 8: PARKING

ARTICLE 8: PARKING

Introduction: This Article of the Burlington Comprehensive Development Ordinance establishes the requirements for off-site parking throughout the city. It also includes parking for bicycles and requirements for institutional parking management plans.

PART 1: GENERAL REQUIREMENTS

Sec. 8.1.1 Purpose

It is the purpose of this article to:

- (a) Ensure there are adequate parking and loading facilities to serve the use or uses of the property;
- (b) Ensure that parking facilities are designed to provide proper circulation, reduce hazards to pedestrians, and protect the users of adjoining properties from nuisance caused by the noise, fumes, and glare of headlights which may result from the operation of vehicles parking off the street;
- (c) Reduce congestion in the streets and contribute to traffic safety; and
- (d) Encourage alternate modes of travel that will reduce dependence upon the single-occupancy automobile.

These regulations are enacted under the provisions of **24 V.S.A. Chapter 117**

Sec. 8.1.2 Applicability

No structure shall be erected or altered, or any use changed or established, unless or until the provisions of this Article have been met. No onsite parking shall be required or provided within the Urban Reserve District.

Sec. 8.1.3 Parking Districts

The demand for parking is highly dependent on the context within which a given use or structure is located. Factors such as proximity to other related uses, availability of public transportation, the density of land uses, and the ability to share parking with nearby uses are all factors which influence the demand for individual and dedicated off-site parking. For the purposes of this Article, the following three (3) Parking Districts as illustrated in **Map 8.1.3-1** are hereby created:

(a) Neighborhood Parking District:

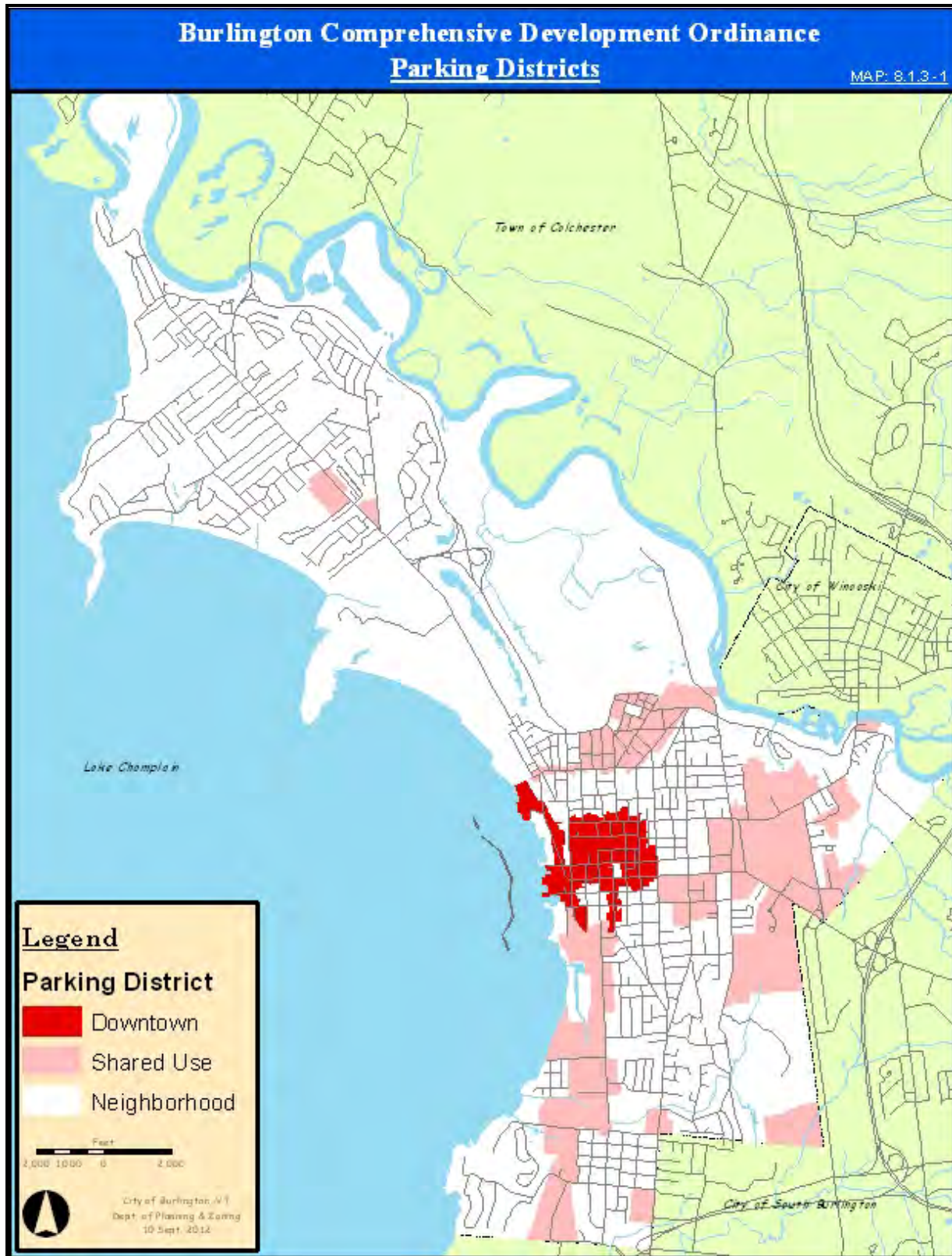
This parking district establishes the baseline of parking requirements throughout the city where the demand for offsite parking is largely dependent on the needs and characteristics of an individual site or land use.

(b) Shared Use Parking District:

This parking district reduces the requirements from the baseline standards recognizing that opportunities exist to share parking demand between related nearby land uses, and that travel to and between these uses may not be strictly automobile dependent.

(c) Downtown Parking District:

This parking district further reduces the requirements from the baseline standards recognizing that extensive sharing of parking demand between nearby land uses occurs; that a majority of travel to and between land uses is independent from an automobile; and that an array of public parking facilities and frequent transit service greatly reduces the need for independent parking for individual land uses.



Map 8.1.3 - 1 Parking Districts

Sec. 8.1.4 Existing Structures

Any structure or land use lawfully in existence prior to the adoption of this ordinance shall not be subject to the requirements of this Article as long as the kind or extent of use is not changed, and provided further that any parking facilities now serving such structures shall not in the future be reduced below such requirements.

Sec. 8.1.5 Existing Structures - Change or Expansion of Use

Whenever there is an alteration or conversion of a structure or a change or expansion of a use which increases the parking requirements, the total additional parking requirements for the alteration, conversion, change, or expansion shall be provided in accordance with the requirements of this Article. A waiver may be requested pursuant to the provisions of **Sec. 8.1.15**.

Sec. 8.1.6 Existing Structures: Exemption in Downtown District

Any nonresidential use within a structure lawfully in existence prior to January 1, 2007 in any Downtown Parking District shall be exempt from the requirements of this Article when applying for a change to any other nonresidential use.

Sec. 8.1.7 Non-conforming Residential Structure

Where additions or conversions to existing residential structures within a Neighborhood or Shared Use Parking District add living space but do not add dwelling units, and such sites do not currently meet the parking standards of **Sec. 8.1.8**, one (1) parking space shall be provided for each additional room. Single detached dwellings shall be exempt from this requirement.

Sec. 8.1.8 Minimum Off-Street Parking Requirements

Parking for all uses and structures shall be provided in accordance with **Table 8.1.8-1**.

- (a) Where no requirement is designated and the use is not comparable to any of the listed uses, parking requirements shall be determined by the DRB upon recommendation by the administrative officer based upon the capacity of the facility and its associated uses.
- (b) When the calculation yields a fractional number of required spaces, the number of spaces shall be rounded to the nearest whole number.

Table 8.1.8-1 Minimum Off-Street Parking Requirements			
	Neighborhood Districts	Shared Use Districts	Downtown Districts
RESIDENTIAL USES	Per Dwelling Unit except as noted		
Multi-unit attached dwelling units, studio units or 1-bedroom dwelling unit.	2	1	1
Single Family detached and Duplex	2	2	1
RESIDENTIAL USES - SPECIAL	Per Dwelling Unit except as noted		
Assisted Living	0.5	0.5	0.4
Bed and Breakfast (per room, in addition to single-family residence)	1	0.75	0.5
Boarding House (per two (2) beds)	1	0.75	0.5
Community House	1	0.75	0.5
Convalescent Home (per four (4) beds)	1	1	1
Dormitory (per two (2) beds)	1	1	1
Group Home (per two (2) beds)	1	1	1
Historic Inn (per room, in addition to single-family residence)	1	0.75	0.5
Sorority & Fraternity (per two (2) beds)	1	1	1
NON-RESIDENTIAL USES	Per 1,000 square feet of gross floor area (gfa) except as noted		
Adult Day Care (per two (2) employees)	1	1	1
Agricultural Use	None	None	None
Amusement Arcade	2	1	0
Animal Boarding/Kennel/Shelter	2.5	1.5	1
Animal Grooming (per grooming station)	1	1	0
Animal Hospitals/Veterinarian Office	3	2	1
Appliance & Furniture Sales/Service	2.5	1	1
Aquarium	1.3	1	1
Art Gallery	3.3	2.5	1
Auction Houses	3.3	2.5	1
Automobile & Marine Parts Sales	2.5	1.5	1
Automobile Body Shop	2 plus 1/bay	2 plus 1/bay	2 plus 1/bay
Automobile Repair/Service	2 plus 1/bay	2 plus 1/bay	2 plus 1/bay
Automobile Sales – New & Used	2	2	1
Bakery - Retail	2.5	2.5	1

	Neighborhood Districts	Shared Use Districts	Downtown Districts
Bakery - Wholesale	2	2	1
Bank, Credit Union	2.5	2	1
Bar/Tavern	4	3	None
Beauty/Barber Shop (per station/chair)	1	1	None
Bicycle Sales/Repair	2.5	1	None
Billiard Parlor (per game table)	1	1	None
Boat Repair/Service	2	2	1
Boat Sales/Rental	2	2	1
Boat Storage	3	2	1
Bowling Alley (per lane)	3	2	1
Building Material Sales	3.3	2.5	1
Café (per four (4) seats)	1	1	None
Camp Ground (per camping space)	1	1	1
Car Wash (stacking spaces per wash bay)	4	4	4
Cemetery	None	None	None
Cinema (per four (4) seats)	1	1	None
Club, Membership	3.3	2.5	1
Community Center	3.3	2.5	1
Community Garden (per ten (10) plots)	1	1	None
Conference Center	3	2	1
Contractor Yard (per 1,000 gfa of office space)	2.5	2	2
Convenience Store	3	2	1
Convention Center	n/a	3	2
Courthouse	n/a	3.3	2
Crematory (per FTE employee)	1	1	1
Crisis Counseling Center	4	3	1
Daycare - Home (6 children or less)	None	None	1 drop-off
Daycare - Large (Over 20 children) (per two (2) employees)	1 plus 1 per 5 children	1 plus 1 per 5 children	2 drop-off
Daycare - Small (20 children or less) (per two (2) employees)	1	1	1
Dental Lab	2	1	None
Distribution Center (per 3,000 gfa)	1	0.75	0.75
Dry Cleaning Plant	1.3	1	1

Table 8.1.8-1 Minimum Off-Street Parking Requirements			
	Neighborhood Districts	Shared Use Districts	Downtown Districts
Dry Cleaning Service	2.5	2	2
Film Studio	3.3	2.5	1
Fire Station (per apparatus)	2	2	1
Food Processing	1.3	1	1
Fuel Service Station (per employee/shift)	1	1	1
Funeral Home (per four (4) seats)	1	1	1
Garden Supply Store (per 1,000 gfa of retail area.)	3	2	1
General Merchandise/Retail	3	2	None
Grocery Store	3	2	None
Hazardous Waste Collection/Disposal (per two (2) employees on the largest shift)	1	1	n/a
Health Club	3	2	1
Health Studio	2	1	None
Hospitals (per patient bed)	2	2	2
Hostel (per two (2) beds)	0.5	0.5	None
Hotel/Motel (per room)	1	0.75	0.75
Laundromats (per washing machine)	1	1	None
Library	1.3	1	None
Lumber Yard (per 1,000 gfa of retail area.)	3	2	1
Machine Shop/Woodworking Shop	1.3	1	1
Manufacturing	1.3	1	1
Manufacturing - Tour Oriented	1.3, plus 3 per 1,000 gfa devoted to patron use.	1.3, plus 2 per 1,000 gfa devoted to patron use.	1
Marina (per berth)	0.5	0.5	0.5
Medical Lab	2	1	None
Micro-Brewery/Winery	3	2	1
Museum	1.3	1	1
Office - General	2	2	2
Office - Medical, Dental	3	2	1
Open Air Markets	None	None	None
Operations Center - Taxi (per three (3) employees)	1	1	1
Operations Center - Truck/Bus (per 3,000 gfa)	1	0.75	0.75
Park (per playing area)	5	None	None

Table 8.1.8-1 Minimum Off-Street Parking Requirements			
	Neighborhood Districts	Shared Use Districts	Downtown Districts
Parking Garage – Private	None	None	None
Parking Lot – Private	None	None	None
Performing Arts Center (per four (4) seats)	1	1	None
Performing Arts Studio	1	None	None
Pet Store	2.5	1	None
Pharmacy	3	2	1
Photo Studio	2.5	1	None
Photography Lab	1	1	None
Police Station	2.5	2	2
Post Office	1.3	1	1
Post Office - Local	2	2	None
Printing Plant	1.3	1	1
Printing Shop	2	2	None
Public Transit Terminal	1 per 200 gfa of public waiting space	1 per 200 gfa of public waiting space	None
Public Works Yard/Garage	None	None	None
Radio & TV Studio	2	2	2
Rail Equip. Storage & Repair	None	None	None
Recording Studio	1.3	1	1
Recreational Facility - Indoor (per four (4) seats)	1	1	0.5
Recreational Facility - Outdoor (per playing field)	15	10	None
Recreational Facility - Outdoor Commercial	Larger of 1 per 4 seats or 15 per playing field	Larger of 1 per 4 seats or 10 per playing field	1 per 6 seats
Recreational Vehicle Sales – New and Used	2	2	1
Recycling Center - Large above 2,000 gfa	None	None	None
Recycling Center - Small 2,000 gfa or less	None	None	None
Research Lab	2.5	2	2
Restaurant	4	3	None
Restaurant – Take-Out	4	3	None
Salon/Spa	4	4	2
School - Secondary (per Classroom)	7	5	2
School - Primary (per Classroom)	1.5	1.5	1.5

	Neighborhood Districts	Shared Use Districts	Downtown Districts
School - Trade/Professional	5	3	1
School, - Post-Secondary	2	2	2
Solid Waste Facility - Incinerator, Landfill, Transfer Station	None	None	None
Tailor Shop	2	1	None
Vehicle Salvage	None	None	None
Warehouse	0.5	0.35	0.35
Warehouse - Self Storage Facility	1 per resident manager, plus 1 per 100 leasable storage spaces	1 per resident manager, plus 1 per 100 leasable storage spaces	1 per resident manager, plus 1 per 100 leasable storage spaces
Warehouse - Retail	3.3	2.5	2.5
Wholesale Sales	1.3	1	1
Worship, Place of (per four (4) seats)	1	1	1

Sec. 8.1.9 Maximum Parking Spaces

The total number of parking spaces provided in all parking districts shall not be more than 125% of the minimum number of spaces required for the Neighborhood Parking District for any given use as required in **Table 8.1.8-1**. In no case shall the maximum number of required spaces be less than one (1) per unit of measurement (beds, units, 1000 gross sqft, etc.) for the use.

(a) **Exemptions:** The following shall reduce the maximum number of allowable spaces required by this section:

1. Structured Parking: Spaces provided within the footprint of a structure containing one or more other uses, including rooftop, at-grade, or below grade spaces shall not be counted towards the maximum, provided the floor area dedicated to parking is less than 50% of the total gross floor area of the structure;

2. Public Parking: Spaces provided and available for use by the public shall not be counted towards the maximum;

3. Carpool, Vanpool, and Car-Share Parking: Spaces dedicated for vehicles participating in a carpool, vanpool, or car-share program shall not be counted towards the maximum. Such spaces shall be reserved for such use and be signed or marked accordingly; and,

4. Alternative Fueled Vehicle Parking. Parking spaces dedicated for vehicles operating on primarily alternative fuels including but not limited to electric, natural gas, and hydrogen shall not be counted towards the maximum. Such spaces shall be reserved

for such use and be signed and/or the space painted with the words “Alternative Fueled Vehicles Only.”

5. Waiver of Maximum Parking Limitations. Parking in excess of the maximum parking limitation of this section may be waived by the DRB pursuant to the provisions of **Sec 8.1.15** with the following additional requirements:

- A. The applicant requesting the waiver shall also provide a peak demand parking study for two similar uses in the area; and,
- B. The following additional review criteria shall be addressed regarding how:
 - (i) The need for additional parking cannot reasonably be met through provision of on-street parking or shared parking with adjacent or nearby uses;
 - (ii) The proposed development demonstrates that its design and intended uses will continue to support high levels of existing or planned transit and pedestrian activity; and,
 - (iii) The site plan indicates where additional parking can be redeveloped to a more intensive transit supportive use in the future.

Sec. 8.1.10 Off-Street Loading Requirements.

Outside of the Downtown Parking District, every structure constructed after the effective date of this ordinance and used for non-residential use shall provide sufficient space for the unloading and loading of vehicles. The adequacy of any proposed loading areas shall be considered as part of the site plan and traffic circulation review. Such loading areas shall have access to a public alley or a public street in such a way to minimize conflicts with the circulation of other vehicles and pedestrians, be screened from public view, and provide safe and effective access to the city’s street network.

Sec. 8.1.11 Parking Dimensional Requirements

The following standards in **Table 8.1.11-1** below shall be used to ensure safe, adequate, and convenient access and circulation. These standards shall be adhered to except in situations where a lesser standard is deemed necessary by the DRB due to site topography, location of existing or proposed structures, lot configuration, and/or the need to preserve existing trees and mature vegetation.

Table 8.1.11-1 Minimum Parking Dimensions					
Angle of Parking Space	Width of Space	Length of Space	Width of Angled Space	Length of Angled Space	Minimum Back-Up Length
Standard Cars					
Parallel Parking	9.0'	22.0'	-	-	-
45° Angle	9.0'	20.0'	12.7'	20.5'	15.0'
60° Angle	9.0'	20.0'	10.4'	21.8'	18.0'
90° Angle	9.0'	20.0'	9.0'	20.0'	24.0'
Aisle width (one-way)	10'				
Aisle width (two-way)	20'				
Compact Cars					
Parallel Parking	8.0'	20.0'	-	-	-
45° Angle	8.0'	18.0'	11.2'	18.3'	13.0'
60° Angle	8.0'	18.0'	9.2'	19.8'	15.0'
90° Angle	8.0'	18.0'	8.0'	18.0'	20.0'

Sec. 8.1.12 Limitations, Location, Use of Facilities

(a) Off-Site parking facilities:

Except for single and two-family dwellings, required parking facilities may be located on another parcel of land as follows:

1. Neighborhood Parking District: No more than 50% of the total required parking shall be provided at a distance greater than 600 feet from the use it is intended to serve. For residential uses, a minimum of 1 space per unit shall be provided on-site.
2. Downtown and Shared use Parking Districts: Any off-site parking shall be provided within 1,000 feet of the use it is intended to serve unless such parking is provided as part of a Parking Management Plan pursuant to **Sec. 8.1.15** approved by the DRB.
3. The distance from the off-site parking to the associated use shall be measured in walking distance along a sidewalk or other pedestrian path separated from street traffic from the nearest parking space to the principle pedestrian entrance to the building housing the use. Such off-site parking shall not reduce the required parking for any other use utilizing the property on which it is located unless such shared use is approved by the development review board. The right to use the off-site parking must

be guaranteed for the duration of the use as evidenced by a deed, lease, easement, or similar written instrument as may be approved by the City Attorney.

(b) Downtown Street Level Setback:

In order to maintain an active streetscape, any off-street parking occupying street level frontage in the Downtown Parking District shall be setback from the front property line in order to reserve street-level frontage for pedestrian-oriented uses.

(c) Front Yard Parking Restricted:

Required parking in all residential zoning districts shall not be located in a required front yard setback area abutting a public street, except alleys. This prohibition extends from the edge of the public right-of-way into the required front yard setback for the entire width of the property with the exception of a single access drive no more than eighteen feet (18') or less in width. The provisions of this subsection shall not be applicable during such times as when the winter parking ban pursuant to **Section 20-56 of the Code of Ordinances** is in effect. Where parking is provided outside the front yard setback, but either partially or entirely between the principle structure and the street, such parking shall be screened to the extent practicable from view from the public street.

(d) Shared Parking in Neighborhood Parking Districts:

In the event that a mix of uses occupy a single structure or parcel of land located in a Neighborhood Parking District, the total requirement for off-street parking shall be the sum for all individual uses unless it can be shown that the peak parking demands are offset and spaces can be shared (for example: retail and residential, or theater and office uses). In such cases the parking required must at least meet the requirements for Shared Use Districts.

(e) Single Story Structures in Shared Use Districts:

In the event that a single story structure is proposed to be located in a Shared Use District, the total requirements for off-street parking shall be calculated as for a Neighborhood Parking District. This provision does not apply to single story structures existing and occupied as of the effective date of this ordinance.

(f) Joint Use of Facilities:

The required parking for two (2) or more uses, structures, or parcels may be combined in a single parking facility if it can be shown by the applicant to the satisfaction of the DRB that the use of the joint facility does not materially overlap with other dedicated parking in such facility, and provided that the proposed use is evidenced by a irrevocable deed, lease, contract, reciprocal easement, or similar written instrument establishing the joint use acceptable to the city attorney.

(g) Availability of Facilities:

Required parking pursuant to this Article shall be available for parking of operable passenger vehicles used by residents, customers and employees only, and shall not be used for the storage or display of vehicles or materials. The distribution of parking spaces for any and all individual uses will be required to be arranged in such a way as to ensure optimal access and use by the patrons of such use(s).

(h) Compact Car Parking:

Compact parking spaces may be used in parking structures or lots. Up to fifteen (15%) percent of the total parking spaces in a parking garage may be designated for compact cars. Such spaces shall be signed or the space painted with the words “Compact Car Only.”

Sec. 8.1.13 Parking for Disabled Persons

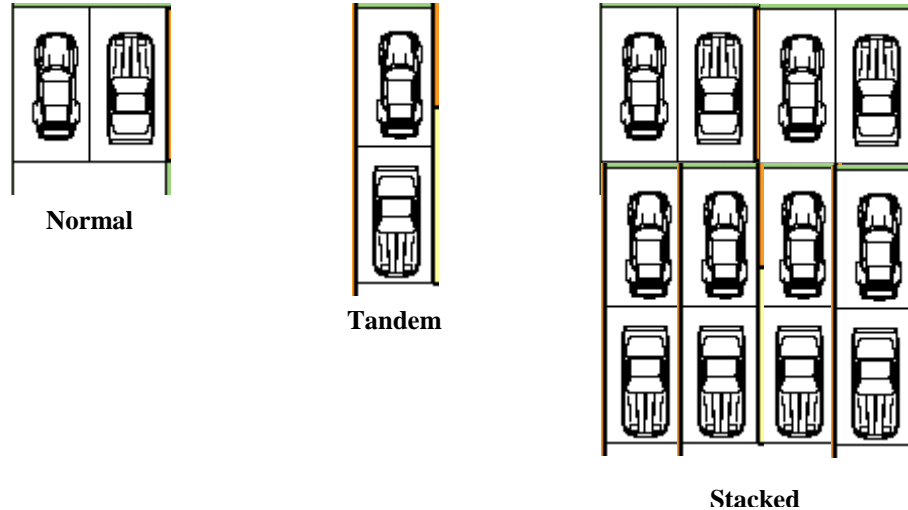
Parking spaces for disabled persons shall comply with current the Americans with Disabilities Act guidelines and shall be at least eight feet (8') wide with an adjacent access aisle at least five feet (5') wide. Parking access aisles shall be part of an accessible route to the building or facility entrance. Accessible parking spaces shall be designated as reserved for the disabled by a sign showing the symbol of accessibility. Painting of the paved area for the dedicated parking spaces alone shall not be sufficient as the sole means of identifying these spaces.

Sec. 8.1.14 Stacked and Tandem Parking Restrictions

Except as otherwise provided below, all parking facilities shall be designed so that each motor vehicle may proceed to and from the parking space provided for it without the moving of any other motor vehicle.

- (a) Stacked or valet parking may be allowed if an attendant is present to move vehicles. If stacked parking is used for required parking spaces, a written guarantee must be filed with the City ensuring that an attendant will always be present when the lot is in operation. The requirements for minimum or maximum spaces continue to apply for stacked parking.

- (b) Tandem Parking may be allowed for single family detached dwelling units, accessory apartments, duplex dwelling units, and dedicated employee-only parking signed as such. In no case shall more than 4 parking spaces (2 pairs) in total be provided in tandem on any one lot.



Sec. 8.1.15 Waivers from Parking Requirements/ Parking Management Plans

The total number of parking spaces required pursuant to this Article may be reduced to the extent that the applicant can demonstrate that the proposed development can be adequately served by a more efficient approach that more effectively satisfies the intent of this Article and the goals of the municipal development plan to reduce dependence on the single-passenger automobile.

Any waiver granted shall not exceed fifty percent (50%) of the required number of parking spaces except for the adaptive reuse of a historic building pursuant to **Sec. 5.4.8** and ground floor retail uses in any Mixed Use district which may be waived by as much as one hundred percent (100%). Waivers shall only be granted by the DRB, or by the administrative officer pursuant to the provisions of **Sec. 3.2.7 (a)7**.

In order to be considered for a waiver, the applicant shall submit a Parking Management Plan that specifies why the parking requirements of **Sec. 8.1.8** are not applicable or appropriate for the proposed development, and proposes an alternative that more effectively meets the intent of this Article. A Parking Management Plan shall include, but not be limited to:

- (a) A calculation of the parking spaces required pursuant to **Table 8.1.8-1**.
- (b) A narrative that outlines how the proposed parking management plan addresses the specific needs of the proposed development, and more effectively satisfies the intent of this Article and the goals of the Municipal Development Plan.
- (c) An analysis of the anticipated parking demand for the proposed development. Such an analysis shall include, but is not limited to:

1. Information specifying the proposed number of employees, customers, visitors, clients, shifts, and deliveries;
 2. Anticipated parking demand by time of day and/or demand by use;
 3. Anticipated parking utilizing shared spaces or dual use based on a shared parking analysis utilizing current industry publications;
 4. Availability and frequency of public transit service within a distance of 800-feet.
 5. A reduction in vehicle ownership in connection with housing occupancy, ownership, or type; and,
 6. Any other information established by the administrative officer as may be necessary to understand the current and project parking demand.
- (d) Such a plan shall identify strategies that the applicant will use to reduce or manage the demand for parking into the future which may include but are not limited to:
1. A telecommuting program;
 2. Participation in a Transportation Management Association including methods to increase the use of mass transit, car pool, van pool, or non-auto modes of travel;
 3. Implementation of a car-share program;
 4. Development or use of a system using offsite parking and/or shuttles; and,
 5. Implementation of public transit subscriptions for employees.

Prior to any approval by the DRB pursuant to this section, the means by which the parking management plan will be guaranteed and enforceable over the long term, such as a contract, easement, or other means, and whether the city should be a party to the management contract or easement, shall be made acceptable to the city attorney.

PART 2: BICYCLE PARKING

Sec. 8.2.1 Intent

It is the intent of this subpart to:

- (a) Provide bicycle access to employment, commercial destinations, and other transportation alternatives;
- (b) Provide safe and adequate bicycle parking facilities that:
 1. Meet the demands of the use of the property;
 2. Reduce hazards to pedestrians;
 3. Enhance the visual quality of the city;
 4. Reduce the adverse impacts associated with the bicycle parking on parking meters, street trees, etc; and,

5. Encourage the use of bicycles as an alternative to motor vehicle transportation, thereby reducing traffic congestion, influencing modal split, and increasing the safety and welfare of residents.

Sec. 8.2.2 Provisions

Bicycle parking requirements shall apply to new development, building expansions, or occupancy changes requiring a zoning permit where automobile parking is required pursuant to **Part 1** of this Article.

Sec. 8.2.3 Existing Structures

Any expansion or change of use proposed for an existing structure where four (4) bicycle spaces or less would be required shall be exempt from providing those spaces.

Sec. 8.2.4 Joint Use of Bicycle Parking Facilities

Required bicycle parking spaces for two (2) or more adjacent uses or structures may be satisfied by the same parking facilities used jointly, provided that such right of joint use and maintenance is evidenced by a deed, lease, contract, reciprocal easement, or similar written instrument establishing the joint use, and that the facilities are within 200 feet of the building or parcel housing the use.

Sec. 8.2.5 Bicycle Parking Requirements

Bicycle parking for all uses and structures in all Parking Districts shall be provided in accordance with **Table 8.2.5-1**.

- (a) Where no requirement is designated, and the use is not comparable to any of the listed uses, bicycle parking requirements shall be determined by the DRB upon recommendation of the city's bicycle and pedestrian planner based upon the capacity of the facility and its associated uses.
- (b) When the calculation yields a fractional number of required spaces, the number of spaces shall be rounded to the nearest whole number.
- (c) Where bicycle parking is required, the minimum number of bicycle parking spaces provided at each site shall be two (2) and the maximum shall be fifty (50), not including long term parking.

Table 8.2.5-1 Bicycle Parking Requirements

	Specific Use	Long Term Spaces	Short Term Spaces
	Per Square Feet of Gross Building Area, except as noted otherwise		
RESIDENTIAL			
Household Living	Multi unit	1 per 4 units	1 per 10 units
Group living	Elderly housing	1 per 10 units	1 per 10 units
	Fraternity, sorority, & dormitory	1 per 4 residents	1 per 8 residents
Temporary lodging	Hotel, motel, bed & breakfast, boarding house, campground	1 per 20 rooms/sites	2 per 20 rooms/sites
COMMERCIAL			
Office		1 per 5,000 sq. ft.	1 per 10,000 sq. ft.
	Medical, dental	1 per 5,000 sq. ft.	1 per 8,000 sq. ft.
Retail sales and service		1 per 20,000 sq. ft.	1 per 5,000 sq. ft.
	Auto, boat, motorcycle related sales, service and retail	1 per 30,000 sq. ft.	1 per 10,000 sq. ft.
	Restaurants, bars, taverns	1 per 10 employees	6% of occupancy load
INDUSTRIAL			
Industrial, manufacturing, production, and warehousing		1 per 20,000 sq. ft.	1 per 50,000 sq. ft.
PERMITTED PUBLIC/INSTITUTIONAL USES			
Colleges or Universities	Excluding dormitories	1 per 20,000 sq. ft.	3 per 5,000 sq. ft.
Daycare, except home		1 per 20,000 sq. ft.	1 per 10,000 sq. ft.
Schools	Grades 2-5	1 per 20,000 sq. ft.	2 per classroom
	Grades 6-12	1 per 20,000 sq. ft.	4 per classroom
Community Services	Museums, aquariums, libraries, community centers, municipal buildings, post office	1 per 20,000 sq. ft.	3 per 5,000 sq. ft.
Medical Center	Excluding medical or dental offices	1 per 10,000 sq. ft.	1 per 20,000 sq. ft.
Worship, places of		1 per 20,000 sq. ft.	1 per 40 seats

Recreation, government owned	Parks	Per DRB review	1 per 10 daily users
OTHER			
Terminal	Taxi/Bus/Passenger/ Ferry	As determined during Site Plan Review by DRB	As determined during Site Plan Review by DRB
Parking	parking lot, garage; public or private	4, or 5% of automobile spaces, whichever is greater	None

Sec. 8.2.6 Limitations

- (a) No bicycle parking spaces required by this standard shall be rented or leased to employees or residents residing at the location at which bicycle parking is required; however, a refundable deposit fee may be charged. This does not preclude a bike parking rental business.
- (b) Providing bicycle racks on the public right of way must be approved by the department of public works.

Sec. 8.2.7 Location & Design Standards

- (a) All bicycle parking facilities shall be installed in accordance with the department of public works “Bicycle Parking Guidelines.”
- (b) Bicycle parking or a sign leading thereto shall be visible from the main entrance of the structure or facility.
- (c) Bicycle parking shall be visible, well lit, and as convenient to cyclists as auto parking.
- (d) Bicycle parking facilities shall provide sufficient security from theft and damage. They shall be securely anchored to the ground, shall allow the bicycle wheel and frame to be locked to the facility, and shall be in a location with sufficient lighting and visibility.
- (e) Bicycle parking facilities shall be visually compatible and of a design standard consistent with their environment and the development standards of **Art 6**.
- (f) Required bicycle parking spaces shall be of a sufficient dimension to accommodate a full-sized bicycle, including space for access and maneuvering.
- (g) Bicycle parking facilities shall be sufficiently separated from motor vehicle parking areas to protect parked bicycles from damage by motor vehicles.
- (h) The surfacing of bicycle parking facilities shall be designed and maintained to be clear of mud and snow.
- (i) Bicycle parking racks and lockers shall be anchored securely.
- (j) Existing bicycle parking may be used to satisfy the requirements of this section provided the rack design is consistent with the department of public works “Bicycle Parking Guidelines.”

Sec. 8.2.8 Long Term Bicycle Parking

- (a) Long term bicycle parking shall:
 1. Protect bicycles from the weather;
 2. Provide secure storage that prevents theft of the bicycle and accessories; and,
 3. Be located in a well lit area.
- (b) Long Term bicycle parking requirements can be met in any of the following ways:
 1. A bicycle storage room;
 2. Bicycle lockers, pods, or lids;
 3. Lockable bicycle enclosure; or
 4. By certifying to the city’s bicycle and pedestrian planner that employees may store their bicycles within their workspace.
- (c) When long term parking is required, showers and changing facilities for employees shall be required in accordance with **Table 8.2.8-1**, except for parking garages, parking lots, and residential units, which are exempt from the requirements of this section. Shower and changing facilities shall be provided onsite or through an agreement for offsite use.

Table 8.2.8-1 Shower and Changing Facilities	
Required Long Term Spaces	Minimum Number of Required Shower and Changing Facilities
1-4	1
5-10	2
11-20	3
21+	4 plus one for each additional 15 Long Term spaces or part thereof

Sec. 8.2.9 Waivers from Bicycle Parking Requirements

- (a) Requests for reductions to bicycle parking requirements shall be made and documented separately from requests made for reductions in the automobile parking requirements.
- (b) The requirements of **Sec. 8.2.5** may be reduced upon approval of the DRB based upon recommendation of the city’s bicycle and pedestrian planner to the extent that the applicant can demonstrate the regulation is unnecessarily stringent due to:
 1. The characteristics of the use, structure, or facility makes the use of bicycles unlikely;
 2. The characteristics of the site or area preclude the installation of bicycle parking; and/or,
 3. Results from a documented survey of bicycle parking use in similar situations.

- (c) For reductions granted due to the characteristics of a site or area, applicants must mitigate the loss of bicycle parking through contribution into the capital fund. The amount shall be equal to the cost required for installation of required bicycle parking.

PART 3: INSTITUTIONAL PARKING PLANS

Sec. 8.3.1 Intent

It is the intent of this part to:

- a. Ensure that city streets in nearby neighborhoods are not unfairly burdened by parking demands from post-secondary educational or medical institutions; and,
- b. Recognize the unique ability of institutions to manage their own parking resources in a comprehensive and creative way.

Sec. 8.3.2 Applicability

Each post-secondary educational or medical institution within the Institutional district shall provide off-street parking and loading facilities consistent with its needs according to the standards specified in this Article.

In order to accomplish the intent of this Part, each such institution, either individually or collectively, shall prepare, maintain, and monitor a comprehensive parking management plan for their respective campus or institution.

Sec. 8.3.3 Institutional Parking Management Plans

In addition to the requirements of **Sec. 8.1.15** above, an Institutional Parking Management Plan shall include the following:

- (a) Information specifying the proposed number of students (full-time, part-time, commuter, on-campus, off-campus, and continuing education), faculty and staff (full-time and part-time), patients and visitors being served by the institution and anticipated over the ensuing five-year period.
- (b) An analysis of the anticipated parking demand by user group, time of day and/or demand by use;
- (c) Information specifying the number and composition of the institution's vehicle fleet, where these vehicles are regularly kept, and designated "service vehicle-only" parking;
- (d) Programs, policies, or incentives used to reduce or manage the demand for parking which may include but are not limited to:
 1. Policies which restrict and/or prohibit the bringing of vehicles to the institution for various users or groups of users;

2. Programs to encourage the use of public transit, walking and bicycling;
 3. Implementation of a parking permit system to allocate parking throughout the system; and,
- (e) Implementation of a monitoring, compliance and enforcement system to measure and ensure compliance with the plan.

Sec. 8.3.4 Review and Approval of Institutional Parking Management Plans

Such a plan shall require review and approval by the DRB, after consultation with the planning commission, and after a public hearing. In order to approve a proposed Institutional Parking Plan, the DRB shall find:

- a. the proposed Institutional Parking Plan adequately serves existing and proposed development by the institution(s);
- b. the proposed Institutional Parking Plan more effectively meets the intent of this Article and the goals of the municipal development plan than would strict adherence to the underlying requirements of this Article.

Such a plan, if approved by the DRB, shall be applicable for a period not to exceed five (5) years, and may be amended as necessary pursuant to the requirements of this Part. The institution shall provide a report annually to the administrative officer regarding the implementation and performance of the approved plan.

Sec. 8.3.5 Review and Approval of Applications for Future Development

In reviewing any application for development from a post-secondary educational or medical institution within the Institutional district, the DRB shall find that the proposal is consistent with an approved Institutional Parking Plan.

Any development proposed by a post-secondary educational or medical institution within the Institutional Campus district that is found not to be consistent with an approved Institutional Parking Plan shall only be approved pursuant to the underlying parking requirements of **Parts 1 and 2** of this Article.

**APPENDIX C. BURLINGTON PLANNING COMMISSION
RECOMMENDATION AND DEVELOPMENT REVIEW BOARD
APPROVAL**

Burlington Planning Commission

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Harris Roen
Jennifer Wallace-Brodeur
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MEMORANDUM

TO: Development Review Board
FROM: Burlington Planning Commission
DATE: Wednesday, April 09, 2014
RE: CATMA 2014-2019 JIPMP

This memo provides the Burlington Planning Commission's recommendations regarding the Draft 2014-2019 Joint Institutional Parking Management Plan (JIPMP) presented by CATMA. The Commission heard a presentation by CATMA and discussed this proposal at our meetings on 11 and 25 March, and 8 April.

As you are aware, the Commission's review of this Plan falls under the provisions of the *Burlington Comprehensive Development Ordinance*, Article 8, with regard to Institutional Parking Management Plans. Pursuant to Sec. 8.3.4, the role of the Commission is to provide comments to the Development Review Board regarding a proposed IPMP's satisfaction of the following criteria:

- a. *the proposed Institutional Parking Plan adequately serves existing and proposed development by the institution(s);*
- b. *the proposed Institutional Parking Plan more effectively meets the intent of this Article and the goals of the municipal development plan than would strict adherence to the underlying requirements of this Article.*

It is the opinion of the Commission that the proposed *2014-2019 Joint Institutional Parking Management Plan* (JIPMP) clearly and fully satisfies the requirements of Sec. 8.3.4, and we unanimously recommend your approval.

The JIPMP clearly demonstrates that treating institutional parking demand comprehensively is a more sensible approach than requiring parking on a use-by-use or site-by-site basis. Even with anticipated future development, the JIPMP is projecting there to be a surplus of 745 parking spaces across all three institutions in 2019.

In the more than 2 decades since CATMA was created, it has been successful at significantly reducing both parking demand and SOV trips to the 3 hill institutions. This has reduced traffic congestion and off-site parking impacts, provided substantial support for alternative modes such as CCTA and CarShare VT, and allowed for more compact campuses through the redevelopment of former surface parking lots.

In our review of the plan and discussion with CATMA we discussed ways to further improve outcomes in getting more individuals to use transit and expand the mode shift away from SOV trips. The Commission also recommended consideration of new initiatives that would encourage and support employees to live closer to their work and eliminating the need to drive to work all together.

Feel free to contact me or the Planning Staff (Sandrine or David) should you have any questions.

Thank you for your time and consideration.

Burlington Development Review Board

149 Church Street, City Hall
Burlington, VT 05401

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Jonathan Stevens
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Bob Schwartz
Missa Aloisi
Jim Drummond
Israel Smith (Alt.)
Alexandra Zipparo (Alt.)



Burlington Development Review Board

Minutes/Findings of Fact
May 19, 2014

In RE: 2014-2019 Joint Institutional Parking Management Plan

Owner/Representative: Campus Area Transportation Management Association

Members Present:

Jonathan Stevens
Michael Long
Bob Schwartz
Brad Rabinowitz
Alexandra Zipparo

At its May 12, 2014 deliberative meeting, the Development Review Board approved the 2014-2019 Joint Institutional Parking Management Plan per the following motion.

Motion: Brad Rabinowitz

I move that the Board approve the 2014-2019 Joint Institutional Parking Management Plan. Approval is subject to the following condition:

1. The parking associated with the Eagles Landing project shall be deleted from Champlain College's institutional parking inventory.

Seconded: Bob Schwartz

Vote: 5-0-0, motion carried

Dated at Burlington, Vermont, this 19th day of May 2014

Respectfully Submitted,

A handwritten signature in black ink, which appears to read "Jonathan H. Stevens", is written over a horizontal line.

Jonathan H. Stevens, Development Review Board Vice Chair
