



## City Council - License Committee

**Tuesday, October 22, 2024, 5:20 PM, Bushor Conference Room, 149 Church Street, 1st floor**

Please click the link below to join the webinar:

<https://zoom.us/j/92709016784>

Or Telephone: +1 646 931 3860 US

Webinar ID: 927 0901 6784

### 1. Agenda

---

<b>Subject</b>	<b>1.1. Motion to adopt agenda</b>
Meeting	October 22, 2024 - City Council License Committee Meeting - Tuesday, October 22, 2024, 5:20 PM, Bushor Conference Room, 149 Church Street, 1st floor
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adopt agenda

### 2. Consent Agenda

---

<b>Subject</b>	<b>2.1. Motion to adopt the consent agenda and take the actions indicated</b>
Meeting	October 22, 2024 - City Council License Committee Meeting - Tuesday, October 22, 2024, 5:20 PM, Bushor Conference Room, 149 Church Street, 1st floor
Category	2. Consent Agenda
Department	Council and Board

Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda and take the actions indicated
<b>Subject</b>	<b>2.2. Communication: BPD, re: Saturday, October 5, 2024, 12 pm - 5 pm, Youth-Centered Community Event, North Willard Street closure</b>
Meeting	October 22, 2024 - City Council License Committee Meeting - Tuesday, October 22, 2024, 5:20 PM, Bushor Conference Room, 149 Church Street, 1st floor
Category	2. Consent Agenda
Department	Police Department
Type	Action (Consent) Communication Information
Recommended Action	waive the reading, accept the communication and place it on file
<b>Subject</b>	<b>2.3. Communication: BPD, re: Friday, November 29, 2024, 5 pm - 7 pm, Tree Lighting Ceremony on Church Street, Cherry Street closure</b>
Meeting	October 22, 2024 - City Council License Committee Meeting - Tuesday, October 22, 2024, 5:20 PM, Bushor Conference Room, 149 Church Street, 1st floor
Category	2. Consent Agenda
Department	Police Department
Type	Action (Consent) Communication Information
Recommended Action	waive the reading, accept the communication and place it on file

### **3. Deliberative Agenda**

---

<b>Subject</b>	<b>3.1. Tobacco License Application and Tobacco Substitute Endorsement License Application (2024-2025): Stewarts' Shops Corp, dba Jolley #526, 1555 North Avenue</b>
Meeting	October 22, 2024 - City Council License Committee Meeting - Tuesday, October 22, 2024, 5:20 PM, Bushor Conference Room, 149 Church Street, 1st floor
Category	3. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	approve the 2024-2025 Tobacco License Application and Tobacco Substitute Endorsement License Application for Stewart's Shops Corp, dba Jolley #526, 1555 North Avenue
<b>Subject</b>	<b>3.2. Special Event Outdoor Entertainment Permit Application (November 15-December 22): Burlington City Arts &amp; Burlington Workforce Development, City Hall Park, BTV Winter Market</b>

Meeting	October 22, 2024 - City Council License Committee Meeting - Tuesday, October 22, 2024, 5:20 PM, Bushor Conference Room, 149 Church Street, 1st floor
Category	3. Deliberative Agenda
Department	City Arts
Type	Action
Recommended Action	approve the special event outdoor entertainment permit application for Burlington City Arts and Burlington Workforce Development, City Hall Park, November 15-December 22, BTV Winter Market

## 4. Adjournment

---

<b>Subject</b>	<b>4.1. Motion to adjourn</b>
Meeting	October 22, 2024 - City Council License Committee Meeting - Tuesday, October 22, 2024, 5:20 PM, Bushor Conference Room, 149 Church Street, 1st floor
Category	4. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn

2024-09-28



# PERMIT

Pursuant to City Ordinance 27-6

DATE: Saturday, October 5, 2024

TIME: 12:00PM -5:00PM

LOCATION: N Willard Street closed for northbound traffic between Archibald Street and Riverside Ave.

EVENT: Youth-Centered Community Event

ORGANIZATION/COORDINATOR: Christine Hughes <Christine@richardkempcenter.org>

PERMIT ISSUED BY POLICE DEPARTMENT: DATE: 9/6/2024

SIGNATURE OF DEPARTMENT REPRESENTATIVE: Michael Henry #321  
Lieutenant Mike Henry

### ADDITIONAL INFORMATION:

- o Appropriate barricades will be in place at either end of the street to redirect traffic and that are readily removable for emergency vehicles. Burlington Police Department does not provide barricades.
- o Neighbors will be notified of the block party.
- o Must obtain a waiver form signed by at least 3/4 of the block residents who thereby waive their right of normal access to the street for the period of the block party.
- o No alcohol will be dispensed or consumed on public property.
- o No live bands.
- o Amplified sound to be controlled so as to not carry beyond the property lines of houses adjacent to the block where the party is being held.
- o Participants will comply with all local, State, and Federal laws.
- o Shall be responsible for cleanup after the event.

*I, the undersigned, hereby certify that the foregoing is a true and accurate representation. Any false statement herein may result in revocation of this permit. I acknowledge that failure to abide by the above conditions can result in this permit being revoked.*

SIGNATURE Christine Hughes DATE: 10/2/24 PHONE: 802-391-4335  
ADDRESS: 372 North Winooski Ave, Burlington, VT 05401



# PERMIT

Pursuant to City Ordinance 27-5

DATE OF EVENT: Friday, November 29, 2024

TIME: 5:00PM-7:00PM

LOCATION: Cherry Street closed between South Winooski Ave and Saint Paul Street

EVENT: Tree Lighting Ceremony on Church Street

COORDINATOR: Andrew Bacher <abacher@burlingtonvt.gov>

PERMIT ISSUED BY **POLICE** DEPARTMENT ON: September 19, 2024

### ADDITIONAL INFORMATION:

- Appropriate barricades will be in place at either end of the street to redirect traffic and that are readily removable for emergency vehicles. **Burlington Police Department does not supply barricades.**
- Must obtain permit from Church Street Marketplace.
- No alcohol will be dispensed or consumed on public property.
- Participants will comply with all local, State, and Federal laws.

SIGNATURE OF DEPARTMENT REPRESENTATIVE: Michael Henry #321  
Lieutenant Mike Henry

*I, the undersigned, hereby certify that the foregoing is a true and accurate representation. Any false statement herein may result in revocation of this permit. I acknowledge that failure to abide by the above conditions can result in this permit being revoked.*

SIGNATURE Seth J. [Signature] DATE 9/30/24 PHONE 802 735 5572

ADDRESS 131 Church St suite 209 Burlington VT 05401

### Copies to:

- Operations Deputy Chief
- Posted Uniformed Services
- City Council
- City Attorney
- City Clerk
- Park's Department
- DPW
- Fire Department



Application  
DLL - Application - 48904

Approve

Reject

Applicant Action Required

Town Payment Received

Download

**APPLICATION DETAILS**

RELATED INFORMATION

Application Information

DLL - Application Id  
 DLL - Application - 48904

Business Entity Name  
 Stewart's Shops Corp

Phone number:

Applicant Email  
[dchappell@stewartsshops.com](mailto:dchappell@stewartsshops.com) (mailto:dchappell@stewartsshops.com)

Renewal Application

Student Name

Applicant Action Comments

License/Permit Location Description

Town Fee  
 0

Business Entity Phone  
 5185811201 x1105

Training Completion Record

Designated Caterers Details

Days Since Last Modified  
 -1

Estimated time period for alcohol

Name and address from whom you purchase

Lease Expiration Date

Liquor Liability Insurance Policy Number

Landlord Email

Renewal Change Indicated

Renewal Change Description

URL for Policies & Procedures ⓘ

URL for Duties ⓘ

External Status  
 Application sent to municipality

Town Clerk/ Municipal Jurisdiction  
 Burlington

Historical Id  
 TOBC

Application Type ⓘ  
 License

Application For  
 Tobacco License

Mode of Training

Town User Approval/Rejection Comments

Eligibility of Tobacco Fee waiver  
 Yes

Quantity of Alcohol required

what purpose this alcohol is used to be

Where is this alcohol to be used

Jolley #526  
 1555 North Avenue



Home (/DLLLicenseManagment/s/)

Application  
DLL - Application - 48959

Approve

Reject

Applicant Action Required

Town Payment Received

Download

APPLICATION DETAILS

RELATED INFORMATION

Application Information

Primary Phone No

Primary Contact Person

DLL - Application Id

Internal Status

DLL - Application - 48959

Application sent to municipality

Business Entity Name

External Status

Stewart's Shops Corp

Application sent to municipality

Business Entity Phone

Historical Id

5185811201 x1105

TSEP

Foundational License

Application Type

[LP-011740 \(/DLLLicenseManagment/s/detail/a5At0000000CnV3EAK\)](/DLLLicenseManagment/s/detail/a5At0000000CnV3EAK)

Permit

Renewal Application

Application Category

Tobacco

Student Name

Application For

Tobacco Substitute Endorsement

Town User Approval/Rejection Comments

Mode of Training

Contact Engagement

Applicant Email

[dchappell@stewartsshops.com \(mailto:dchappell@stewartsshops.com\)](mailto:dchappell@stewartsshops.com)

Designated Caterers Details

Applicant Name:

Training Completion Record

Training Completion Date

Indoor Or Outdoor

Applicant Action Comments

Days Since Last Modified

License/Permit Location Description

-1

Quantity of Alcohol required

Estimated time period for alcohol

what purpose this alcohol is used to be

Name and address from whom you purchase

Where is this alcohol to be used

Renewal Change Indicated

Renewal Change Description

URL for Policies & Procedures

Jolley #526  
1555 North Avenue

URL for Duties

Event Details

Start date of event

End date of event

Physical Location Street 1

Physical Location Name

1555 North Avenue

Jolley #526



May 1, 2024 ---- April 30, 2025

CITY OF BURLINGTON
SPECIAL EVENT
ENTERTAINMENT PERMIT APPLICATION

Indoor X Outdoor
PART I
ORGANIZATION

All information in this section is required

- 1. Corporation/Sole Proprietor name Burlington City Arts & Burlington Workforce Development
2. D/B/A (Business Name) 3. Bus. Phone .846.2523
4. Business Address 135 Church St
5. Mailing Address Burlington, VT 05401
6. Contact person Zach Williamson 7. Contact Phone 846-2523
8. Email contact address zwilliamson@burlingtoncityarts.org

PART II
OPERATION

- 1. Do you currently have a Liquor License? Yes or No
2. Do you currently have an Entertainment Permit/Special Event Permit? Yes or No
3. Proposed Date(s) for this Special Event November 15-December 22, Fridays, Saturdays & Sundays
4.
5. Proposed Hours for this Special Event Fridays 2-6pm, Saturdays 12-6pm, Sundays 12-4pm
6. Proposed Location for this Special Event Specify if event will be on City street or right-of-way City Hall Park

For this Proposed location please answer the following questions:

- a) Occupancy Load: 800 at a time b) # of Restrooms 3 c) # of Egresses Variable
d) Date of last Fire/Safety Check e) Dancing by Patrons? Yes or No
f) Amplified Music? Yes or No g) Will additional staff and/or security be required? Yes or No

(Continued on back)

**PART III  
DESCRIPTION OF ENTERTAINMENT**

Please give DETAILED description of the type of entertainment for which you are applying:

Description

BCA and BWD's Love Burlington are pleased to partner again to present the **BTW Winter Market**. This outdoor market is made up of 20 heated and electrified vendor sheds, arranged in City Hall Park with lighting, garland and warming stations.

Through an open call to artists, we received 82 vendor applications and are pleased to present a rotating line up of over 75 vendors.

This market is a great opportunity for artists and small businesses. We staff the market and provide holiday music. We also plan to present a DJ on Fridays from 4 to 6pm. We provide a loading zone on College Street by reserving 4 parking spaces.

We have hired Chocolate Thunder Security to provide site supervision during set up, throughout the operating hours of the market, and during load out.

We are continuing to attempt to find a bar service on select market weekends and will seek an offsite catering license through the DLC.

The market is presented with support from Homeport and in-kind support from the VT National Guard.

**STATEMENT OF APPLICANT:** Under the pains and penalties of perjury, I affirm that the preceding answers are true to the best of my knowledge and belief. I have read, understand and agree to comply with all City and State conditions, laws, ordinances, regulations and statutes.

DATE SIGNED: 10/18/24

SIGNATURE OF APPLICANT Zach Williamson

PRINT NAME: Zach Williamson

RELATIONSHIP TO BUSINESS Festival & Event Director

---

OFFICE USE ONLY

Fee Paid \$ \_\_\_\_\_ Date: \_\_\_\_\_ Fee Returned \$ \_\_\_\_\_ Date: \_\_\_\_\_

At their meeting of \_\_\_\_\_, the Burlington City Council License Committee recommended  
Approval \_\_\_\_\_ Denial \_\_\_\_\_

At their meeting of \_\_\_\_\_, the Burlington City Council \_\_\_\_\_ this SPECIAL  
entertainment permit application.