



BURLINGTON CITY COUNCIL - LICENSE COMMITTEE
BUSHOR CONFERENCE ROOM, 149 CHURCH STREET, 1ST FLOOR
MINUTES OF MEETING
March 19, 2025

1. Agenda

1. Agenda

Start time: 5:47 pm

Members present: Chair Shannon; Councilors Broderick and Grant (on line)

Others present: Caleb Manna, Alice Schwenke, Lori Olberg, Keaton Knowles, Phil Edgerley

Subject

1.1. Motion to adopt agenda

Meeting

March 19, 2025 - City Council License Committee Meeting - Wednesday, March 19, 2025, 5:45 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

1.1. Motion to adopt agenda

Motion made by Councilor Broderick, seconded by Councilor Grant, to adopt the agenda as presented. Motion passed unanimously.

2. Consent Agenda

2. Consent Agenda

Subject

2.1. Motion to adopt the consent agenda and take the actions indicated

Meeting

March 19, 2025 - City Council License Committee Meeting - Wednesday, March 19, 2025, 5:45 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

2.1. Motion to adopt the consent agenda and take the actions indicated

Motion made by Councilor Broderick, seconded by Councilor Grant, to adopt the consent agenda and take the actions indicated. Motion passed unanimously.

Subject **2.2. Communication: BPD, re: 03/10/25, 9:30 am - 12:00 pm, March - Tibetan Association of Vermont, begins at City Hall and ends at City Hall**

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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

2.2. Communication: BPD, re: 03/10/25, 9:30 am - 12:00 pm, March - Tibetan Association of Vermont, begins at City Hall and ends at City Hall

Subject **2.3. Communication: BPD, re: Saturday, April 19, 2025, 6:00 pm - 9:30 pm, Block Party, Hickok Place - between North Union Street and Converse Court**

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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

2.3. Communication: BPD, re: Saturday, April 19, 2025, 6:00 pm - 9:30 pm, Block Party, Hickok Place - between North Union Street and Converse Court

Subject **2.4. Communication: BPD, re: July 12, 2025, 12:00 pm - 3:00 pm, Parade-MadFreedom Advocates, Inc., begins at Hood Plant and ends at Battery Park**

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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

2.4. Communication: BPD, re: July 12, 2025, 12:00 pm - 3:00 pm, Parade-MadFreedom Advocates, Inc., begins at Hood Plant and ends at Battery Park

Subject 2.5. Tobacco and Tobacco Substitute Endorsement License Renewals (2025-2026): see attached list

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Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the 2025-2026 Tobacco and Tobacco Substitute Endorsement License Renewals as listed

2.5. Tobacco and Tobacco Substitute Endorsement License Renewals (2025-2026): see attached list

Subject 2.6. Indoor and Outdoor Entertainment Permit Renewals (2025-2026): see attached list

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Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the 2025-2026 Indoor and Outdoor Entertainment Permit Renewals as listed with all standard conditions

2.6. Indoor and Outdoor Entertainment Permit Renewals (2025-2026): see attached list

3. Deliberative Agenda

3. Deliberative Agenda

Subject 3.1. Tobacco and Tobacco Substitute Endorsement Applications (2025-2026): JRY Burlington Store Corporation, d/b/a The Shopping Bag, 166 North Street

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Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Tobacco and Tobacco Substitute Endorsement Applications for JRY Burlington Store Corporation, d/b/a The Shopping Bag, 166 North Street

3.1. Tobacco and Tobacco Substitute Endorsement Applications (2025-2026): JRY Burlington Store Corporation, d/b/a The Shopping Bag, 166 North Street

Motion made by Councilor Broderick, seconded by Councilor Grant, to approve the 2025-2026 Tobacco and Tobacco Substitute Endorsement Applications for JRY Burlington Store Corporation, d/b/a The Shopping Bag, 166 North Street. Motion passed unanimously.

Subject 3.2. CityPlace Burlington - Third Amendment to License Agreement and Encumbrance Permit - Bank and Cherry Street Right-of-Way - DPW

Meeting March 19, 2025 - City Council License Committee Meeting - Wednesday, March 19, 2025, 5:45 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 3. Deliberative Agenda

Department Public Works Department

Type Action

Recommended Action to approve and recommend that the City Council approve the Third Amendment to the Construction Encumbrance License Agreement between the City and CityPlace Partners, dated October 2022, requesting to extend the term date to expire June 1, 2027, and to further recommend that the City Council authorize the Mayor to enter into a Third Amendment of the License Agreement with the Applicant for use of the right-of-way outlined in Attachment F, subject to review by the City Attorney's Office

3.2. CityPlace Burlington - Third Amendment to License Agreement and Encumbrance Permit - Bank and Cherry Street Right-of-Way - DPW

Dave Farrington present

Motion made by Councilor Broderick, seconded by Councilor Grant, to approve and recommend that the City Council approve the Third Amendment to the Construction Encumbrance License Agreement between the City and CityPlace Partners, dated October 2022, requesting to extend the term date to expire June 1, 2027, and to further recommend that the City Council authorize the Mayor to enter into a Third Amendment of the License Agreement with the Applicant for use of the right-of-way outlined in Attachment F, subject to review by the City Attorney's Office. Motion passed unanimously.

Subject 3.3. Department of Public Works - 266 College Street - Encumbrance Permit Request - DPW

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Category 3. Deliberative Agenda

Department Public Works Department

Type Action

Recommended Action to approve and recommend that the City Council approve the Encumbrance Application for the parking lot located off S. Union Street, and the public sidewalk and parking stall located on the south side of South Union Street directly to the adjacent of 266 College Street for construction activities and equipment staging, and to further recommend that the City Council authorize the Mayor to enter into a license agreement with the Applicant for use of the portion of the right-of-way outlined in the Application, subject to review by the City Attorney's Office

3.3. Department of Public Works - 266 College Street - Encumbrance Permit Request - DPW

Hunter Gomez - owner - present

Motion made by Councilor Broderick, seconded by Councilor Grant, to approve and recommend that the City Council approve the Encumbrance Application for the parking lot located off S. Union Street, and the public sidewalk and parking stall located on the south side of South Union Street directly to the adjacent of 266 College Street for construction activities and equipment staging, and to further recommend that the City Council authorize the Mayor to enter into a license agreement with the Applicant for use of the portion of the right-of-way outlined in the Application, subject to review by the City Attorney's Office.

Motion passed unanimously.

4. Adjournment

4. Adjournment

Subject

4.1. Motion to adjourn

Meeting

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Category

4. Adjournment

Department

Council and Board

Type

Action
Procedural

Recommended Action

Motion to adjourn

4.1. Motion to adjourn

Chair Shannon adjourned the meeting at 6:13 pm.