

Ordinance Committee
Wednesday, May 14, 2025
Bushor Conference Room Conference Room
or Remote via Zoom. Burlington, Vermont
DRAFT MINUTES

Members Present: Councilor Bergman (Chair), Councilor Barlow, Councilor Carpenter, Councilor Kane

Staff Present: Kim Sturtevant (Assistant City Attorney), Erik Ramakrishnan (Assistant City Attorney)

Public Present: Sharon Bushor

Meeting called to order at 12:06 PM.

1. Adopt the Agenda
1.01 Adopt the Agenda

Motion to Adopt Agenda.

Motion by Councilor Barlow, Seconded by Councilor Carpenter.

Final Resolution: Motion Passes

Yes: Unanimous

2. Public Forum

Sharon Bushor: I like the provision that requires a review of impact fees at least every five years. I think it might be relevant to have an initial review within two years at first to make initial adjustments. I think the resolution or ordinance should indicate which department or group will conduct the review. We also no longer have a zoning board of adjustment but the ordinance references them repeatedly regarding appeals.

3. BCO Impact Fee Discussion

Attorney Ramakrishnan shared a presentation on the review of impact fees. The materials are available in the agenda packet on CivicClerk.

Attorney Sturtevant said that the Development Review Board has taken over the jurisdiction of the Zoning Board of Adjustment and so the draft language will be changed to reflect that.

Motion to Change References to the Zoning Board of Adjustment to the Development Review Board.

Motion by Councilor Barlow, Seconded by Councilor Carpenter.

Final Resolution: Motion Passes

Yes: Unanimous

Motion to Delete Language Regarding Accounting and Refunds as that Information will be in the Administrative Regulations.

Motion by Councilor Barlow, Seconded by Councilor Carpenter.

Final Resolution: Motion Passes

Yes: Unanimous

Motion to Add Language to the Enforcement Section that clarifies that Each Day that a Violation Occurs Constitutes a Separate Offense.

Motion by Councilor Barlow, Seconded by Councilor Carpenter.

Final Resolution: Motion Passes

Yes: Unanimous

Motion to Refer the Draft Ordinance Back to the City Council for a Second Reading on June 2nd.

Motion by Councilor Barlow, Seconded by Councilor Carpenter.

Final Resolution: Motion Passes

Yes: Unanimous

4. CDO Impact Fee Discussion

Motion to Refer the Draft Ordinance Back to City Council with a Recommendation to Suspend the Rules, Ask that it be Warned, and For First Reading.

Motion by Councilor Barlow, Seconded by Councilor Carpenter.

Final Resolution: Motion Passes

Yes: Unanimous

5. Any Other Committee Business

Motion to Recommend the City Council Refer the 2.5% Gross Receipts Ordinance that will Sunset on June 30 to the Board of Finance for Consideration on Extension or Permanency.

Motion by Councilor Carpenter, Seconded by Councilor Barlow.

Final Resolution: Motion Passes

Yes: Unanimous

6. Adjournment

The meeting was adjourned at 1:52 PM.