



City Council

Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

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******ONLINE closes one hour prior to the beginning of public forum******

Do not sign up in person and via Zoom - select one only

1. Agenda

Subject	1.1. Motion to amend/adopt agenda
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to amend/adopt agenda as follows: remove from the consent agenda item 6.16. Authorization to Accept a Work of Public Art from the Abenaki Nation of Missisquoi Tribal Council - BCA (per Colin Storrs); add to the consent agenda item 6.38. City's Residential Recycling RFPQ - DPW (per City Council President Traverse); remove this item from the consent agenda and place it on the deliberative agenda as item 7.10.(per Councilor Broderick)

2. Work Session: Act 181 Burlington Future Land Use Map (20 mins.)

Subject	2.1. Work Session: Act 181 Burlington Future Land Use Map
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Work Session: Act 181 Burlington Future Land Use Map (20 mins.)
Department	Planning
Type	Information Discussion Presentation

3. Public Forum: Time Certain: 6:30 pm **See above for signup instructions**

Subject	3.1. Verbal Comments
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Public Forum: Time Certain: 6:30 pm **See above for signup instructions**
Department	Council and Board
Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

4. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)

Subject	4.1. Verbal reports
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)
Department	Council and Board
Type	Information

5. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)

Subject	5.1. Verbal reports
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)
Department	Council and Board
Type	Information

6. Consent Agenda

Subject	6.1. Motion to adopt the consent agenda (as amended) and take the actions indicated
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Council and Board
Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda (as amended) and take the actions indicated
Subject	6.2. Accountability List - C/T
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication Information
Recommended Action	waive the reading, accept the communication and place it on file
Subject	6.3. May 1, 2025 Special Local Control Commission Meeting Minutes - C/T
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes
Subject	6.4. May 12, 2025 Local Control Commission Meeting Minutes - C/T
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes

Recommended Action	approve the minutes
Subject	6.5. May 12, 2025 Regular City Council Meeting Minutes - C/T
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes
Subject	6.6. June 2, 2025 City Council With Mayor Presiding Meeting Minutes - C/T
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes
Subject	6.7. June 2, 2025 Regular City Council Meeting Minutes - C/T
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes
Subject	6.8. June 16, 2025 City Council with Mayor Presiding Meeting Minutes - C/T
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes

Subject	6.9. June 16, 2025 Local Cannabis Control Commission Meeting Minutes - C/T
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes
Subject	6.10. June 16, 2025 Local Control Commission Meeting Minutes - C/T
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes
Subject	6.11. June 16, 2025 Regular City Council Meeting Minutes - C/T
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes
Subject	6.12. June 23, 2025 Local Control Commission Meeting Minutes - C/T
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes
Subject	6.13. June 23, 2025 Regular City Council Meeting Minutes - C/T

Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes
Subject	6.14. June 25, 2025 Special City Council Meeting Minutes - C/T
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes
Recommended Action	approve the minutes
Subject	6.15. Authorization to Deaccession the Work of Public Art <i>Chief Greylock</i> - BCA
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	City Arts
Type	Action (Consent)
Recommended Action	Burlington City Arts (BCA) respectfully requests City Council approve the following motion: "To approve and authorize the Director of BCA to complete the deaccession of the work of public art; Chief Greylock and to execute all necessary documents thereto upon final review and approval of the City Attorney's Office."
Subject	6.16. Authorization to Accept a Work of Public Art from the Abenaki Nation of Missiquoi Tribal Council - BCA **AGENDA ITEM REMOVED PER COLIN STORRS**
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	City Arts
Type	Action (Consent)

Recommended Action	Burlington City Arts (BCA) respectfully requests City Council approve the following motion: "To approve and authorize the Director of BCA to accept a public art donation as described in Attachment A, with a total value of \$20,000 from the Missisquoi Abenaki Nation; to facilitate site preparation up to a maximum amount of \$25,000; and to execute all necessary documents upon final review and approval by the City Attorney's Office, provided that the Chief Greylock sculpture is approved for deaccession."
Subject	6.17. Troy Hughes Reclassification - I&T
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Innovation & Technology
Type	Action (Consent)
Recommended Action	to approve: (1) Reclassify Troy Hughes from the Help Desk Technician position at the Burlington Police Department to the Technology Support Specialist in Innovation & Technology at the City of Burlington.
Subject	6.18. Communication re: Gross Receipts Ordinance - City Attorney's Office
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	City Attorney
Type	Action (Consent)
Recommended Action	to accept the communication and to allow the Administration's proposal to be considered by the Ordinance Committee for report back to the City Council as soon as possible
Subject	6.19. Budget Amendment Authorization - Champlain Parkway Project Initial Construction Contract - DPW
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Public Works Department
Type	Action (Consent)
Recommended Action	to authorize the Chief Administrative Officer (or their designee) execute a neutral Champlain Parkway project budget amendment to modify and correct project revenues, and further approve and authorize the Chief Administrative Officer (or their designee) to execute necessary transfers in furtherance of the neutral project budget adjustment
Subject	6.20. Sales Tax Reallocation Application for City Place North Tower - C/T

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action to approve the selection of City Place as the project and authorize staff to submit an application to reallocate sales taxes paid on construction materials for the North Tower, located at 75 Cherry Street, into the adjacent municipal (public infrastructure) elements

Subject 6.21. Communication: Evan Gould, DRB Alternate Member, re: Resignation to take a full seat on the DRB

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading, accept the communication, place it on file and advertise the vacancy in Seven Days

Subject 6.22. Communication: Rooney Castle, President, Rhino Foods, Inc., re: Open letter regarding the office of REIB

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

Subject 6.23. Communication: Emma Wall Kouri, re: Open letter regarding the office of REIB

Meeting July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action	waive the reading and place the communication on file
Subject	6.24. Authorization to accept grant funds for the operation of the Elmwood Emergency Shelter Community - Housing Opportunity Grant Program SFY 2026 \$1,326,555 - CEDO
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Community & Economic Development Office (CEDO)
Type	Action (Consent)
Recommended Action	to approve and the acceptance of SFY 2026 grant funds in the amount of \$1,326,555 from the State of Vermont Housing and Opportunities Program for the operations of the Elmwood Emergency Shelter Community and authorize the Chief of Staff to execute all documents and contracts necessary to accept the funding through the period of July 1, 2025 – June 30, 2026, including retroactive approval for the period of July 1 – July 14, 2025, subject to the final review and approval of the City Attorney's Office
Subject	6.25. Annual Report for 2024-25 - Parks, Recreation and Waterfront Commission
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	Action (Consent) Information Report
Recommended Action	waive the reading, accept the report and place it on file
Subject	6.26. Communication: Christy Mitchell, SEABA, Executive Director, re: thank you for the annual contribution
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication
Recommended Action	waive the reading and place the communication on file
Subject	6.27. Communication: Michelle Hobbs, Member, Electric Light Commission, re: Resignation
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication
Recommended Action	waive the reading, accept the communication, place it on file, advertise the vacancy in Seven Days and send Michelle Hobbs a letter of appreciation thanking her for her time served as a member of the Electric Light Commission
Subject	6.28. Communication: Michael McGarghan, Member, BRV, re: Resignation
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication
Recommended Action	waive the reading, accept the communication, place it on file, advertise the vacancy in Seven Days and send Michael McGarghan a letter of appreciation thanking him for his time served as a member of the Board of Registration for Voters
Subject	6.29. Communication: Bruce Rabik, re: Canada
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication
Recommended Action	waive the reading and place the communication on file
Subject	6.30. Communication: Andrea Viets, Executive Director, Heineberg Community Senior Center, re: Testimony from Monday 6/23/25
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication
Recommended Action	waive the reading and place the communication on file

Subject	6.31. Communication: Colleen Wright, re: Naming Church St to Canada St for the Summer
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication
Recommended Action	waive the reading and place the communication on file
Subject	6.32. Communication: Liz Clements, re: Open letter regarding office of REIB
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication
Recommended Action	waive the reading and place the communication on file
Subject	6.33. Communication: Donna M. Page, re; WCAX News article: Response to Homeless issue
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication
Recommended Action	waive the reading and place the communication on file
Subject	6.34. Communication: Shane Daley, re: Homeless Issue Really Isn't All That Difficult
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication
Recommended Action	waive the reading and place the communication on file

Subject	6.35. New North End Sidewalk Scoping Report Approval - DPW
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Public Works Department
Type	Action (Consent)
Recommended Action	to approve the recommended preferred alternatives for the New North End Sidewalk Scoping Study, as outlined in the staff report with an understanding there will be additional public engagement prior to implementing any of these alternatives
Subject	6.36. FIO Documents
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication Information
Recommended Action	for information only
Subject	6.37. Resolution: Authorization To Submit 2025 Burlington One-Year Action Plan (Councilor Schachter)
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Community & Economic Development Office (CEDO)
Type	Action (Consent) Resolution
Recommended Action	to waive the reading and adopt the attached resolution related to the Authorization to submit the 2025 Burlington One-Year Action Plan and direct the Mayor or her designee to sign the accompanying documents for submittal to HUD
Subject	6.38. City's Residential Recycling RFPQ - DPW **NOW AGENDA ITEM 7.10.**
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Public Works Department
Type	Communication Information

Action
Action (Consent)

Recommended Action waive the reading, accept the communication and place it on file

7. Deliberative Agenda

Subject	7.1. Resolution: Honoring Sandy Baird (Full City Council)
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Deliberative Agenda
Department	Council and Board
Type	Action Resolution
Recommended Action	waive the reading and adopt the resolution
Subject	7.2. Public Hearing Regarding ZA-25-03 SEID Stormwater Standards; ZA-25-06 planBTV Downtown Form Code Parking Setbacks; ZA-25-08 Impact Fees
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Deliberative Agenda
Department	Planning
Type	Action Public Hearing
Recommended Action	open Public Hearing close Public Hearing
Subject	7.3. Ordinance: Comprehensive Development Ordinance SEID Stormwater Standards ZA-25-03 (Office of City Planning, Planning Commission, Ordinance Committee)(10 mins.)
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Deliberative Agenda
Department	Planning
Type	Action Ordinance - Second Reading
Recommended Action	Second reading. Motion: Waive the reading and adopt the ordinance.
Subject	7.4. Ordinance: Comprehensive Development Ordinance PlanBTV Downtown Code Parking Setbacks ZA-25-06 (Office of City Planning; Planning Commission; Ordinance Committee))10 mins.)
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category	7. Deliberative Agenda
Department	Planning
Type	Action Ordinance - Second Reading
Recommended Action	Second reading. Motion: Waive the reading and adopt the ordinance.
Subject	7.5. Ordinance: Comprehensive Development Ordinance Impact Fees ZA-25-08 (Planning; Planning Commission; Ordinance Committee)(10 mins.)
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Deliberative Agenda
Department	Planning
Type	Action Ordinance - Second Reading
Recommended Action	Second reading. Motion: Waive the reading and adopt the ordinance.
Subject	7.6. Ordinance: Water Resources Affordable Rate Setting (DPW-Water Resources)(15 mins.)
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Deliberative Agenda
Department	Public Works Department - Water Resources
Type	Action Ordinance - Second Reading
Recommended Action	1. To waive and approve the second reading of the proposed ordinances regarding Water Resources affordability enhancements. 2. Approve the proposed policy regarding Water Resources affordability enhancements.
Subject	7.7. Recommended Action: Motion to Refer the REIB Proposed Charter Language to the Charter Change Committee - REIB (20 mins.)
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Deliberative Agenda
Department	Racial Equity, Inclusion, & Belonging (REIB)
Type	Action
Recommended Action	to waive the first reading of the proposed Charter Change and forward the language to the Charter Change Committee for further deliberation subject to review and approval of the City Attorney's Office

Subject	7.8. Ordinance: Establishing City Circle BCO Chapter 1, Section 10 (Office of the City Attorney)(20 mins.)
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Deliberative Agenda
Department	City Attorney
Type	Action Ordinance - First Reading
Recommended Action	to waive the first reading of the proposed City Circle ordinance and refer it to the Ordinance Committee for review

Subject	7.9. Ordinance: An Amendment to Appendix D, Sections 2 and 5, Updating Parks Rules and Regulations (Parks, Arts & Culture Committee)(15 mins.)
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Action
Recommended Action	First reading, waive the reading, suspend the rules, and place the amendment to Sections 2 and 5 of Appendix D of Burlington City Ordinances as detailed in the attached ordinance form in all stages of passage.

Subject	7.10. City's Residential Recycling RFPQ - DPW **WAS CONSENT AGENDA ITEM 6.38.**
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Deliberative Agenda
Department	Public Works Department
Type	Action Communication Information
Recommended Action	waive the reading, accept the communication and place it on file

8. Committee Reports

Subject	8.1. Verbal reports
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Committee Reports
Department	Council and Board

Type Information

9. City Council President - Council Updates (up to 5 mins.)

Subject	9.1. Verbal reports
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	9. City Council President - Council Updates (up to 5 mins.)
Department	Council and Board
Type	Information

10. Adjournment

Subject	10.1. Motion to adjourn
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	10. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn

11. Informational and Non-Discrimination Statements

Subject	11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.
Meeting	July 14, 2025 - Regular City Council Meeting - Monday, July 14, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	11. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

TO: Burlington Planning Commission
FROM: Charles Dillard, AICP, Director, Office of City Planning
DATE: July 14, 2025
RE: Work Session: Act 181 Burlington Future Land Use Map

Overview & Background

Burlington and the greater Chittenden County region are in the midst of a severe housing emergency. While there is a general shortage of homes, there is specific need to address affordability and availability for segments of the population that have traditionally not been well served by the housing market. To advance the State's mission to house its residents, and to ensure an adequate supply of safe, affordable housing in locations that keep transportation costs low and our communities planned in an sustainable and equitable manner, Vermont has adopted two significant pieces of legislation:

- Act 47 (the HOME Act), which introduced new requirements for regional and municipal plans. One of the Act's primary rules requires that each Regional Planning Commission and municipality must include housing targets for 2030 and 2050. Attached in the agenda packet are documents produced by the Chittenden County Regional Planning Commission (CCRPC) that include the targets and a summary of the methodology used in determining the targets.
- Act 181 makes significant changes to the State's planning framework, most prominently in the following two ways:
 - Each municipality's comprehensive plan, including *planBTV*, must be consistent with the regional plan and associated Future Land Use Map
 - It establishes a new location-based process for Act 250 jurisdictional control and designated centers. The Act's tiered approach intends to streamline environmental review and promote smart growth policies across the state.

The Future Land Use Map categorizes Burlington's land as Downtown Center, Village Center, Planned Growth Area, Rural Agriculture & Forestry, or Rural Conservation. The first three of those categories - Downtown Center, Village Center, and Planned Growth Areas, will become either Tier 1A or Tier 1B, which are described in the graphic below. A detailed comparison of Tier 1A and Tier 1B areas is included in the attached packet.



Source: DHCD/CCRPC

The purpose of the City Council work session is to examine and discuss the proposed map's delineation of these areas that will become at least Tier 1B. Tier 1B areas are eligible to be "upgraded" to Tier 1A areas if the subject area meets the requirements in 10 V.S.A. §6034. The requirements are extensive and can only be met in areas that are intended for relatively dense development. Municipalities must apply directly to the State Land Use Review Board (LURB) to have areas upgraded from Tier 1B to Tier 1A. If approved by the LURB, Tier 1A areas are completely exempt from Act 250 jurisdiction. Municipalities can apply to upgrade to Tier 1A status beginning January 1, 2026.

Following the work session, the City Council will be asked to approve the proposed Future Land Use Map by vote during its August 25 meeting. Upon approval, CCRPC will present the County's Future Land Use Map to its Long Range Planning Committee, the CCRPC Board, and finally, the State's Land Use Review Board (LURB). Final approval by the LURB is expected to begin in fall, 2025.

Work to Date

CCRPC staff provided the Planning Commission with a first look at the draft Chittenden County Future Land Use Map at its February 11th meeting. Subsequently, OCP and CCRPC staff collaborated on a revision of that draft map, the result of which is included in the agenda packet.

Notably, the South End Innovation District was re-categorized as a "Downtown Center." Burlington's Downtown and Cambrian Rise are also proposed as "Downtown Centers" as well. Two Village Centers are proposed: one at the area surrounding the Ethan Allen Shopping Center in the New North End and the other at the Market 32 area in the City's far South End. Additionally, aside from the City's two primary Conservation zoning districts (RCO-A and RCO-C), the entirety of Burlington is mapped as either Planned Growth Area or Village Center, which allow either Tier 1A or 1B status for Act 250 jurisdictional purposes.

Additional information, including an educational video produced by CCRPC, can be accessed at <https://www.ccrpcvt.org/our-work/our-plans/ecos-regional-plan/ecos-engagement/>.

Housing Targets

Related to the Act 181 Future Land Use Map but not the subject of the work session is Burlington's 2050 housing target.

The recently released [Housing Needs Assessment and Housing Targets](#) establishes housing targets for the state and each region for 2030 and 2050. Each Regional Planning Commission is responsible for allocating the regional target to its municipalities. Ultimately, these targets must be included in future comprehensive plans.

OCP staff has been closely involved with CCRPC staff and colleagues throughout the county in the development of the methodology and targets. Included in the agenda packet is a draft Housing Target document that includes a low, mid and high range. Note that the "mid" range is the working target and staff assumes this will ultimately be the target we will include in our update to *planBTV*. As such, Burlington's housing target is 7,120 homes by 2050.

Also of note, the selected methodology allocates the bulk of housing growth – 60 percent – to the County's four cities: Burlington, Winooski, South Burlington and Essex Junction. The "Suburban Towns," consisting of a mix of urban and rural areas, account for 36.2 percent of the housing target, while the rural towns account for 3.8 percent. As such, this growth plan encourages smart growth in areas well served by infrastructure and where intensification will help advance Burlington's goals regarding equity and sustainability.

SUMMARY OF **ACT 181** and **MUNICIPAL HOUSING TARGETS**



More information available at: ccrpcvt.org/ecos-plan • Last updated: 1/21/25

SUMMARY OF **ACT 181**

Act 181, passed into law June 2024, overhauls Vermont's planning framework for coordinating state, regional, and municipal land use. This document provides a summary of Act 181 and a Community Engagement Plan specific to the Chittenden County Regional Planning Commission (CCRPC).

Goals of New Future Land Use Map & Housing Targets

The new **Future Land Use (FLU) Map** will guide development in Chittenden County by designating areas for growth, conservation, and other purposes based on **environmental**, **infrastructure**, and **community** factors.

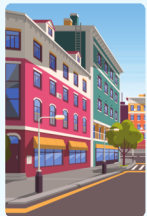


The FLU Map will be used to determine Act 250 location-based jurisdiction. It will be adopted by the Regional Planning Commission (RPC) and approved by the State Land Use Review Board (LURB) based upon statutory definitions.



Additionally, The Department of Housing and Community Development will set regional housing targets, which will be disaggregated by municipality. CCRPC will work with each municipality to develop municipal plans that can meet these housing targets.

Location-Based Jurisdiction & Designated Centers



Act 181 modernizes how Vermont maps and directs public investments to designated centers and speeds up Act 250's transition to location-based jurisdiction.

This change is intended to recognize that some areas of Vermont are:



PLANNED
FOR GROWTH



CONTAIN NECESSARY
INFRASTRUCTURE (E.G.
WATER, WASTEWATER)



HAVE SUFFICIENT MUNICIPAL ZONING
REGULATIONS IN PLACE TO ADEQUATELY
REGULATE DEVELOPMENT

Who Makes What Decisions?



When updating the FLU map, CCRPC will attempt to build community consensus between all Interested and Affected Parties (IAPs) in each municipality.

Ultimately, the CCRPC Board must ensure the FLU Map complies with legal requirements (24 V.S.A. 4348a) in order to be approved by the State's Land Use Review Board (LURB).

Meaningful Participation & Environmental Justice



Act 181 revises the adoption process that regional plans undergo to provide the opportunity for a more robust and comprehensive public participation process, with a specific focus on environmental justice (EJ) focus populations as defined in 3 V.S.A. 6002.

It necessitates that RPCs evaluate the distribution of environmental benefits and burdens of regional plans, including the Future Land Use Map.

Interested and Affected Parties (IAPs) include:



MUNICIPAL SELECTBOARDS,
PLANNING COMMISSIONS &
OTHER COMMITTEES



MUNICIPAL COMMUNITY
MEMBERS AND INTEREST
GROUPS REPRESENTING EJ
FOCUS POPULATIONS



REGIONAL AND
STATEWIDE INTEREST
GROUPS



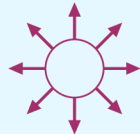
WHAT ARE MUNICIPAL HOUSING TARGETS?

Purpose

The **HOME Act** (Act 47 of 2023) introduced new requirements for regional and municipal plans. One is that the housing chapters must now include housing targets for 2029 and 2050 to ensure an adequate supply of safe, affordable housing in locations that keep transportation costs low.



The process starts with the **Vermont Statewide Housing Needs Assessment**, which includes a statewide housing target and targets assigned to each region.



Regional Planning Commissions are then responsible for allocating this regional housing target to their member municipalities.

Why it Matters



Housing targets are estimates of the number of housing units needed at the state, regional, and municipal levels to achieve and maintain a stable housing market. The targets are aspirational goals, not projections or quotas, that will help guide where and how communities plan for new homes to meet the needs of current and future residents while supporting compact, affordable, and environmentally responsible development.

These targets may require that some municipalities:



- ✓ Plan for water and wastewater systems that can support strategic housing growth.
- ✓ Analyze if local regulations allow for the development needed to meet targets.

What This Means for Municipalities

Municipalities are required to plan for housing by:



- ✓ Including housing targets provided to them by the Regional Planning Commission;
- ✓ Laying out the actions they'll take (a "recommended program") to achieve those targets and meet local housing needs.

Municipalities must plan to accommodate the substantial majority of the housing target in:



CENTERS



PLANNED GROWTH AREAS



VILLAGE AREAS



There is no penalty for failing to achieve the municipal housing targets provided that municipalities can demonstrate (through the process regional approval and confirmation of the municipal plan) that they're making substantial progress toward meeting the targets.

CONTACT

For more information, contact Taylor Newton, CCRPC Planning Program Director, at: tnewton@ccrpcvt.org
(802) 846-4490 x115

OVERVIEW OF CCRPC'S ACT 181 COMMUNITY ENGAGEMENT PLAN

Goals of Engagement



Ensure all 19 municipalities are fully informed about the Act 181 (H.687) requirements.



Collect detailed input from each municipality and IAPs to help inform the new Regional Future Land Use Map through multiple forms of engagement.



Foster a collaborative environment to attempt to build community consensus on the Regional Future Land Use Map, including with marginalized communities.



Provide clear, accessible information and resources to all participants throughout the process.



Develop a draft Regional Future Land Use Map with housing targets by **June 2025**.

Engagement Activities & Timeline

PHASE 1 | CCRPC Internal Planning & Coordination (August 2024 - Ongoing)



Develop initial draft FLU maps and housing target disaggregation methodology.



Create educational materials, including summaries and municipality-specific two-pagers.



Develop municipal engagement templates and materials.

PHASE 2 | Inform & Educate about Act 181 & Engagement Process (Fall 2024):



Hold educational meetings with selectboards and city councils to introduce the project, explain Act 181, and outline the engagement process.



Distribute informational materials to municipalities, relevant regional and state agencies, and planning commissions.



Develop customized engagement plans for each municipality based on their input.

PHASE 3 | Assess Environmental Benefits & Burdens (Fall - Spring 2025; Ongoing):



Map environmental justice focus populations within Chittenden County.



Define and visualize environmental benefits and burdens.



Assess how the proposed map changes affect environmental justice (EJ) populations.

PHASE 4 | Engagement to Review Draft FLU Map (Winter 2025):



Conduct municipal and regional meetings to review and amend the draft FLU map.



Hold discussion groups and community meetings as per the municipal engagement plans.



Distribute an interactive map to gather public feedback.

PHASE 5 | Review Final FLU Map Draft & Discuss Housing Targets (Spring 2025):



Conduct review meetings with all interested and affected parties to reflect their input and reach consensus.



Discuss housing target methodology and implications.



Hold selectboard and planning commission meetings to review the final draft and housing targets.

PHASE 6 | Finalize Map & Housing Targets, Prepare for Formal Approval (Summer 2025):



Present final map and housing targets to the LRPC, CCRPC Board, and the State Land Use Review Board for approval.

CONTACT

For more information, contact Taylor Newton, CCRPC Planning Program Director, at:

tnewton@ccrpcvt.org
(802) 846-4490 x115



Draft CHITTENDEN COUNTY HOUSING TARGETS

Review and comment by May 19! Visit ccrpcvt.org/housing for more details.

Vermont's **HOME Act** (Act 47 of 2023) introduced new requirements for regional and municipal plans. One is that plans must now include housing targets for 2030 and 2050 to ensure an adequate supply of safe, affordable housing in locations that keep transportation costs low.

Below are the draft housing targets for 2050. CCRPC has divided its regional target range (15,783 – 47,407) into **LOW**, **MID**, and **HIGH** targets for each city and town.

	EXISTING HOUSING UNITS (2023)	2050 HOUSING TARGET RANGES						ANNUAL HISTORIC GROWTH (2000-23)	2050 ANNUAL #S*		
		LOW # and %		MID # and %		HIGH # and %			LOW	MID	HIGH
BOLTON	550	59	11%	118	21%	177	32%	6	2	5	7
BUEL’S GORE	12	1	11%	3	21%	4	32%	0	0	0	0
BURLINGTON	18,245	3,557	19%	7,120	39%	10,683	59%	77	142	285	427
CHARLOTTE	1,643	176	11%	353	21%	530	32%	6	7	14	21
COLCHESTER	7,673	848	11%	1,697	22%	2,546	33%	39	34	68	102
ESSEX	4,889	1,233	25%	2,467	50%	3,702	76%	51	49	99	148
ESSEX JUNCTION	4,955	1,462	30%	2,927	59%	4,392	89%	52	58	117	176
HINESBURG	2,071	375	18%	752	36%	1,128	54%	16	15	30	45
HUNTINGTON	876	94	11%	188	21%	282	32%	6	4	8	11
JERICO	2,014	210	10%	419	21%	629	31%	10	8	17	25
MILTON	4,515	640	14%	1,282	28%	1,923	43%	42	26	51	77
RICHMOND	1,729	202	12%	404	23%	606	35%	8	8	16	24
SHELBURNE	3,529	802	23%	1,605	45%	2,409	68%	33	32	64	96
SOUTH BURLINGTON	9,921	3,788	38%	7,583	76%	11,378	115%	142	152	303	455
ST. GEORGE	314	34	11%	67	21%	101	32%	2	1	3	4
UNDERHILL	1,313	141	11%	282	21%	423	32%	9	6	11	17
WESTFORD	899	96	11%	193	21%	290	32%	6	4	8	12
WILLISTON	4,725	1,402	30%	2,807	59%	4,212	89%	70	56	112	168
WINOOSKI	3,665	663	18%	1,327	36%	1,991	54%	27	27	53	80
COUNTY TOTAL	73,538	15,783	21%	31,595	43%	47,407	64%	602	631	1,264	1,896

HOW WERE THE NUMBERS ASSIGNED TO EACH CITY AND TOWN?

*Annual new units needed to reach 2050 targets.

CCRPC worked with its Planning Advisory Committee, made up of city / town planning directors and commissioners, for over a year to develop a method to assign housing targets to each city and town in Chittenden County.

Housing targets consider factors like **infrastructure**, **historic growth rates**, and **land available for development**.

CITIES

Burlington, Essex Junction, South Burlington, Winooski

Receive **60%** of the regional housing target.

RURAL TOWNS

Bolton, Buel's Gore, Charlotte, Huntington, St. George, Underhill, Westford

Receive **3.8%** of the regional housing target and are encouraged to promote village development and protect working lands.

SUBURBAN TOWNS

Colchester, Essex Town, Hinesburg, Jericho, Milton, Richmond, Shelburne, Williston

Receive **36.2%** of the regional housing target, and weighting is applied based on accessibility of water and wastewater infrastructure.



This approach allows Chittenden County to meet its goals for livable downtowns and villages, intact farm and forest land, and healthy natural resources – while still accommodating development in all cities and towns.

FOR IMMEDIATE RELEASE: March 28, 2025

CONTACT: Taylor Newton, CCRPC Planning Program Director | tnewton@ccrpcvt.org | 802-846-4490 x115

Chittenden County Draft Housing Targets Available for Review and Comment

Comment deadline: Monday, May 19

(*Winooski, VT*) Finding a place to live in Chittenden County, particularly one that is affordable, has become more difficult over the years. For decades, housing production hasn't kept up with the needs of our communities, making it difficult for families to put down roots, workers to live near their jobs, and employers to find staff.

To help communities plan for the future, the Vermont Department of Housing and Community Development, at the direction of the Vermont Legislature, has introduced new statewide and regional housing targets. These data-driven targets are presented as ranges and take into account the housing Vermont needs – not only to house new residents, but also to accommodate downsizing seniors, replace older homes that can't be repaired, and help address homelessness.

Overall, Chittenden County has a housing target range of 15,783 – 47,407 new housing units by 2050. As required in the HOME Act (Act 47 of 2023), the Chittenden County Regional Planning Commission (CCRPC) has divided the regional housing targets into targets for each city and town in Chittenden County. **The first draft ranges can be viewed [here](#).** Residents, business owners, and community leaders are invited to review the draft housing targets and provide feedback and generate ideas to help increase housing in Chittenden County. Comments will be accepted through Monday, May 19, 2025.

HOUSING TARGETS AND FUTURE LAND USE MAP: TOOLS FOR PLANNING

With housing targets and data collection in place, for the first time, Vermont will be able to track housing production, informing policy decisions at all levels of government. Housing targets are meant to be a planning tool, and there are no penalties for not reaching these goals at this time. However, cities and towns are expected to include the housing targets in their municipal plans and identify actions they'll take toward meeting them. CCRPC is available to assist with this effort.

While cities and towns typically don't build housing, they can create conditions that make housing development easier. Options include adjusting zoning laws, expanding infrastructure like water and wastewater systems, and working with the private sector – and cities and towns choose the options that are right for them. Cities and towns must plan to accommodate most of the housing target in *downtown centers, village centers, planned growth areas, and village areas* – areas that are shown and defined on [this draft Chittenden County Future Land Use map](#), which is available for public comment through May 19.

There are many coordinated efforts underway to address this issue locally, regionally, and statewide. By making progress toward the new housing targets, communities will:

- Increase housing options and affordability to support local families and workers;
- Strengthen schools and local economies by retaining existing and attracting new residents;
- Protect farmland and forests by concentrating housing in areas designed for growth, such as those able to accommodate or already served by public transit, water, sewer, and social services; and
- Ensure public dollars are spent efficiently, maximizing investments.

JOIN THE CONVERSATION – LEARN MORE AND PROVIDE COMMENTS BY MAY 19

Two key items related to housing in Chittenden County are available for review and comment by **Monday, May 19, 2025**:

1. **DRAFT HOUSING TARGETS** | These targets, once adopted, will be integrated into city and town plans to help address the urgent need for housing in Chittenden County. [Review the draft housing targets and provide comments »](#)
2. **DRAFT FUTURE LAND USE MAP** | This map, once adopted, will guide how land in the region will be used in the future. [Review the draft map and provide comments »](#)

If you have questions or would like more information, please contact Taylor Newton:
tnewton@ccrpcvt.org.

The need for housing in Chittenden County is urgent, and solutions require thoughtful collaboration across all sectors. No single city or town can solve this crisis alone. It will take a coordinated effort at the local, regional, and state levels to create a resilient, inclusive, and affordable housing market for Vermont's current and future residents. *Please share your questions, thoughts, and ideas!*

MORE INFORMATION ABOUT CCRPC

The CCRPC (<https://www.ccrpcvt.org/>) is one of 11 regional planning commissions in Vermont and serves as the State's only federally required metropolitan planning organization. The CCRPC acts as the principal forum for planning, policy and community development in the region by providing planning and technical assistance that meets the needs of its member municipalities and the public, while remaining consistent with federal and state requirements. The CCRPC's work results in the development and implementation of plans that support sustainable development and improve the region's quality of life and environment.

For more information, visit <https://www.ccrpcvt.org/housing/>.

###

Act 181 – Tier 1A and Tier 1B information for municipalities

Act 181 updates Vermont’s planning framework for coordinating state, regional, and municipal land use. This includes shifting Act 250’s jurisdiction from being triggered by the size of the development to being location-based. This document outlines two major elements of location-based jurisdiction that are informed by municipalities: Tier 1A areas and Tier 1B areas. Both include Act 250 exemptions.

	Tier 1A	Tier 1B
Which areas are eligible?	Part or all of the following areas as shown on the regional future land use map which meet criteria in 10 V.S.A. § 6034(b) • Centers (Downtowns & Villages) • Planned Growth Areas	Part or all of the following areas as shown on the regional future land use map which meet criteria in 10 V.S.A. § 6033(c) . • Centers (Downtowns & Villages) • Planned Growth Areas • Village Areas
What are the Act 250 exemptions?	Fully exempt	50 units or fewer on 10 acres or less for housing and mixed-use development
Who decides where this applies?	Municipal application to LURB	Municipal request to RPC to include in regional FLU map
Are state planning designations tied to Act 250 exemptions?	No. The new state planning designations (Centers and Neighborhoods) are only tied to the regional future land use map as approved by the LURB. Act 250 exemptions for Tier 1A and Tier 1B are now determined separately.	
When do municipalities have to decide?	Anytime after January 1, 2026.	1. Spring 2025 during drafting of initial regional Future Land Use Map. 2. During future updates to regional plan (next expected 2032-2034).
Will our municipality have to enforce existing Act 250 conditions?	Yes. Within Tier 1A areas municipalities must carry forward conditions of prior Act 250 permits for new development permits, with a few exceptions. In approved Tier 1A areas the NRB will no longer enforce permit conditions unless the municipality fails to do so.	No. The NRB will continue to enforce existing Act 250 permits and conditions in Tier 1B areas.
What happens if we don’t pursue Act 250 exemptions?	After the interim Act 250 exemptions expire, development projects will be subject to standard Act 250 jurisdiction throughout your community, including any changes under Act 181	

Act 181 – Tier 1A and Tier 1B information for municipalities

	Tier 1A	Tier 1B
What other requirements must municipalities meet?	Per 10 V.S.A. § 6034(b): A. Municipality must have an approved municipal plan. B. Tier 1A boundaries must consistent with and be within with Downtowns, Village Centers, or Planned Growth Areas on the approved regional future land use map. C. Municipality must have bylaws that are at least as strong as the state model flood hazard bylaws (per 10 V.S.A. § 755) and river corridor bylaws (per 10 V.S.A. § 1428). D. Municipality must have permanent zoning and subdivision bylaws that do not include broad exemptions for obtaining municipal permits. E. Municipal bylaws for Tier 1A areas must further smart growth principles, regulate physical form and scale, allow for at least 4 stories in areas served by water and sewer, and follow other guidelines to be established by the Land Use Review Board. F. Tier 1A area must be compatible with the character of adjacent historic districts and sites and significant cultural / natural resources. G. Municipality has planned for maintenance of significant natural communities and RTE species in the Tier 1A area, or has excluded them from the Tier 1A area. H. Public water & wastewater has the capacity to support additional development in the Tier 1A area. I. There is adequate municipal staffing for comprehensive planning, capital planning, and development review / zoning administration in the Tier 1A area.	Per 10 V.S.A. § 6033(c): 1. Municipality must request Tier 1B status from RPC. 2. Municipality must have an RPC-confirmed plan & planning process. 3. Municipality must have permanent zoning & subdivision bylaws. 4. In Tier 1B area, Municipality must exclude or adequately regulate flood hazard areas / river corridors 5. Tier 1B area have adequate water supply & wastewater capacity for compact housing; in Village Areas this may be in the form of soils that can accommodate a community system. 6. Municipality must have adequate municipal staff for zoning administration.

CHITTENDEN COUNTY DRAFT FUTURE LAND USE MAP

Chittenden County Regional Planning Commission (CCRPC) is working with cities and towns to create a regional Future Land Use Map. This map, once adopted, will generally guide how land in the region will be used in the future. The land use categories on the map are defined in state law and CCRPC is tasked with determining how the land use categories apply in the region.

HOW WILL THIS IMPACT ME?

Through planning, your town or city prioritizes how land is used and shared. Land use maps and planning impact where houses and other development are built, as well as where natural resources are protected.

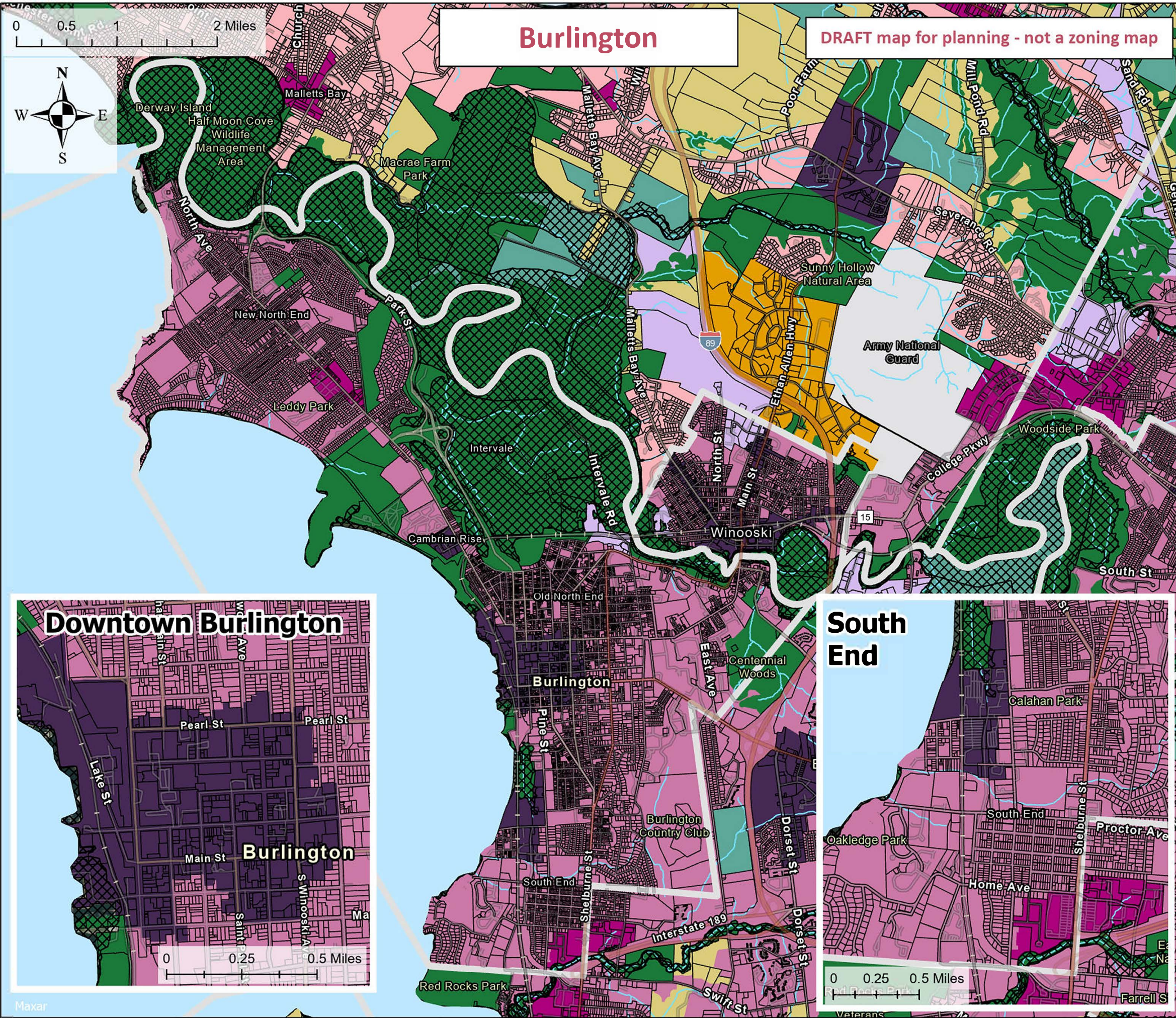
LEARN MORE AND SHARE YOUR IDEAS!

You can participate in community discussions and decisions that shape your town or city. Before commenting on the map, please review the 5-minute video or brief handout available at ccrpcvt.org/ecos-engagement. Then, provide comments on this proposed future land use for Burlington by emailing Sarah Morgan at smorgan@burlingtonvt.gov.

Note: You may notice areas such as parks, cemeteries, schools, and golf courses, categorized as Planned Growth Areas, since these land uses are part of the overall neighborhood fabric. This doesn't require development in these areas; local zoning and the property owner's preferences guide what happens on a given parcel.

Legend

- | | | |
|---|--------------------------------|---|
| Special Flood Hazard Area or River Corridor | Village Center | Rural General |
| Municipal Boundary | Planned Growth Area | Rural Ag and Forestry |
| Property Boundary | Village Area | Rural Conservation |
| River or Stream | Enterprise Area | Hamlet |
| Lake Champlain | Transition / Infill Area | Airport & Camp Johnson & Ethan Allen Firing Range |
| Future Land Use Area | Resource-Based Recreation Area | |
| Downtown Center | | |



Board of Finance and City Council Submission Checklist

Department: City Planning Submitter: Charles Dillard

Title/Subject: Act 181 Future Land Use Map Work Session

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☒	City Council	7/14/2025
☐	Concurrent	Click or tap to enter a date.

This form must be completed by the person submitting the materials, and sent with the final submission. Please do not indicate that a signoff was received until it has actually been obtained.

Signoffs Received

Signoff Needed	Received	Date Received	Note
Department Head	Yes	7/8/2025	Charles Dillard
Mayor's Office informed and approved memo	Choose an item.	7/9/2025	Joe Magee
Board/Commission, if required	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved contract and/or legal documents, -Identify attorney in note	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CAO has reviewed budget, financing, and memo	Choose an item.	Click or tap to enter a date.	Katherine Schad
Human Resources, if personnel action -Identify HR Manager in note	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if an IT-related investment/purchase	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.

Materials Included

	Included?	Note
Final Memo Attached?	Yes	Click or tap here to enter text.
Contract Attached, if applicable?	Choose an item.	Click or tap here to enter text.
Additional Materials, if necessary	Choose an item.	CCRPC Supporting Material
Draft Resolution or Motion?	Choose an item.	Click or tap here to enter text.
If for submission to Council, are sponsors identified?	Choose an item.	Click or tap here to enter text.

SHARE YOUR THOUGHTS ON BURLINGTON'S FUTURE!



The Chittenden County Regional Planning Commission (CCRPC) is working with cities and towns to create a new regional Future Land Use Map.

HOW WILL THIS IMPACT ME?

Through planning, your town or city prioritizes how land is used and shared. Land use maps and planning impact where houses and other development are built, as well as where natural resources are protected. You can participate in community discussions and decisions that shape your town or city. Scan the QR code below to learn how you can get involved.

TELL ME MORE

In 2024, Vermont passed Act 181 to encourage new housing by reducing permitting requirements (known as Act 250), and directing state funds to areas that are planned for growth. CCRPC is working with each town and city in Chittenden County to recommend where to make it easier to build housing and businesses, and where to prioritize other land uses like recreation and agriculture. Once the map is approved, certain areas automatically qualify for state incentives that make it easier to build much-needed homes.



This map is not zoning or a development plan. Choices about how to develop locally are up to each city or town.

SHARE YOUR OPINION!

Use a sticky note to leave a general comment below, or to make a comment about a specific location on the map.



ACT 181 AND REGIONAL PLANNING Burlington City Council Work Session

July 14, 2025

ccrpcvt.org



SETTING THE STAGE: ACT 181

Act 181 (2024) grew out of the housing crisis —the Legislature passed the **HOME Act** to modernize land use planning in a way that encourages housing development. A.181 created clearer ties between planning, public investment, and Act 250 jurisdiction.

Act 181 leads to Future Land Use Maps that:

- Are grounded in engagement ;
- Delineates areas that are eligible to be exempt from Act 250 ; and
- Defines areas that qualify for State investments .

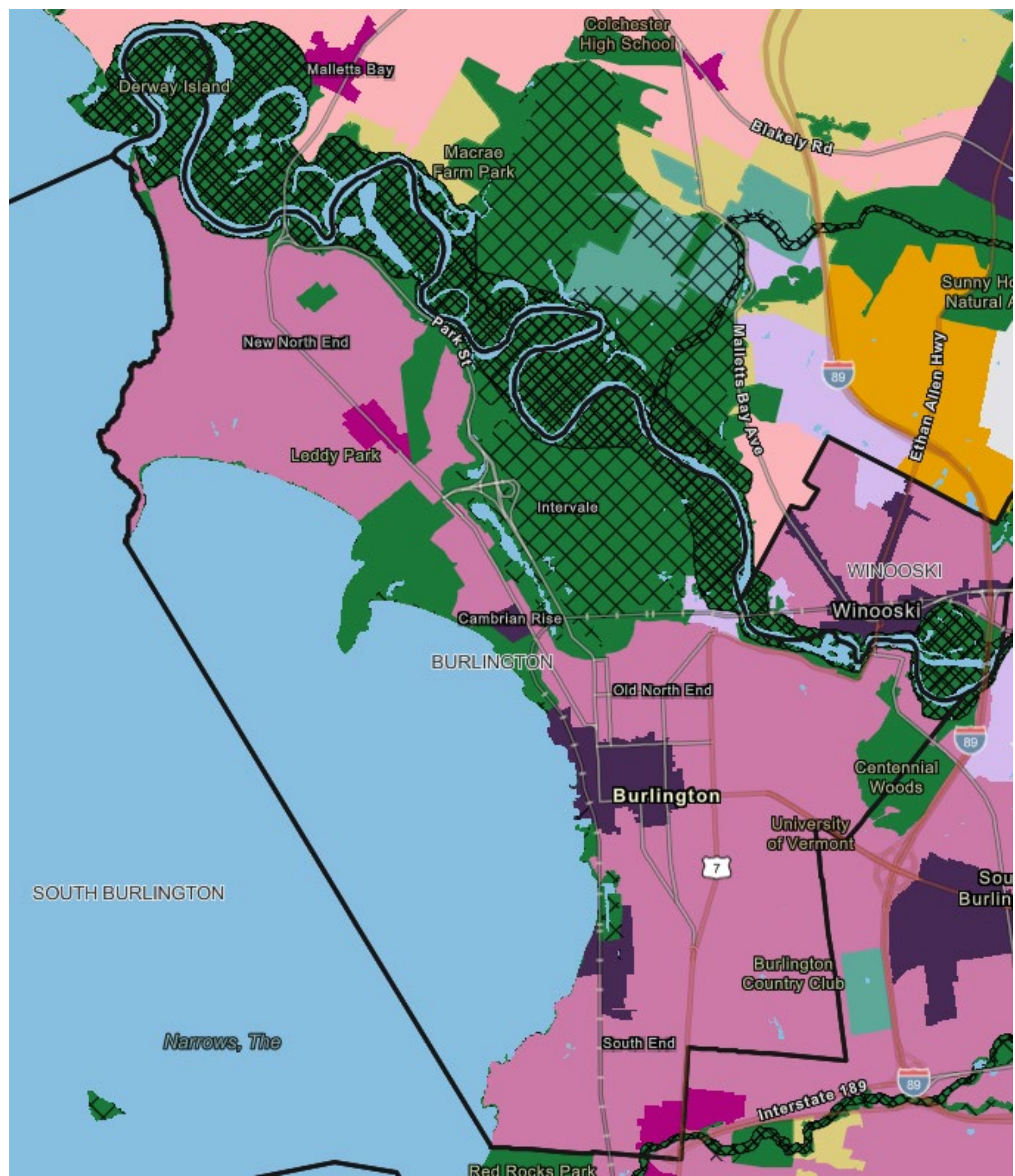
The maps are intended to be guided by **smart growth** — an approach that reduces infrastructure costs, protects natural resources, and supports walkable, livable communities.

THE NEW FRAMEWORK



Tier 3 subject to rulemaking; not derived from regional maps.

This table represents land use, designation, and Act 250 jurisdiction categories, not land area acreage or percentage of land area.





CONTACT

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Kate McCarthy, Senior Planner
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Office of Mayor Emma Mulvaney-Stanak
149 CHURCH STREET • BURLINGTON, VT 05401 • (802) 865-7272

To: City Council
From: Mayor Emma Mulvaney-Stanak
CC: Chapin Spencer, Director of Public Works; Shawn Burke, Interim Chief of Police; Kara Alnasrawi, CEDO Director; Samantha McGinnis, Church Street Marketplace Director
Date: July 14, 2025
Re: Administration Updates Related to Action Items in Resolution 8.1 (5/19/25)

Background

City Council Resolution 8.1, adopted on May 19, 2025, contained a number of action items for follow up by the administration, including a request to provide a report back to the City Council 45 days after the resolutions passage. This memo is intended to serve as the report on the action items outlined in Resolution 8.1.

Department of Public Works

REOPENING MAIN STREET:

Council Resolution: “DPW will provide a cost estimate, feasibility assessment, and timeline for reopening Main Street to one-way, westward traffic to the Council by June 15, 2025”

- DPW provided a full report to the City Council at the June 23, 2025 meeting evaluating four potential mitigation options and the City Council approved the option to open Main Street on nights and weekends.
- The DPW Director signed the change order to implement this direction and the Church St to Pine St section has been reopened nights and weekends starting June 27 and the entire corridor will be reopened nights and weekends no later than August 15.

SIGNAGE & COMMUNICATION:

Council Resolution: “DPW will share new strategies to enhance existing construction signage and on-the-ground communication about construction”

- DPW has continued to evolve the weekly email construction updates to meet the current informational needs of the public.
- Business and Workforce Development (BWD) has put in place new banner signage along various sections of construction fencing.

- BWD installed lawn signs on Main Street, Shelburne Rd roundabout, Riverside Ave and Colchester Ave.
- New fence screening was placed along the Church to Winooski work area at the request of a local business.
- Larger vehicle traffic wayfinding is also being reviewed to ensure that signage for Main Street work and Champlain Parkway work does not conflict or create confusion.
- DPW has been using select targeted detour signage to minimize overall number of signs to reduce clutter and confusion of detours.

CONSTRUCTION MAP:

Council Resolution: “DPW will enhance existing public construction map with the goal of making wayfinding easier in the downtown and south ends”

- DPW had already made updates to our construction map prior to the council meeting as a result of discussions with some Councilors ahead of the resolution.
- DPW has worked to create weekday and weekend static maps for key events and downtown stake holders to show how the changes to the two-project construction area during times of significant variability.
- The construction team has become approved Apple Maps and Google Map content editors to refine and strengthen their portrayal of the construction work.

CHAMPLAIN PARKWAY:

Council Resolution: “DPW will work with the [Transportation, Energy & Utilities Committee] to explore the possibility of opening the Champlain Parkway Connector to southbound traffic as soon as construction allows”

- DPW has begun discussion with VTrans (Vermont Agency of Transportation) and the contractor set to make this connection for Southbound 189 traffic. There are logistical challenges that exist with separating the work and traffic flow. DPW provided an initial update to the Transportation, Energy & Utility Committee (TEUC) on June 24, 2025, and will be providing an additional update at the July TEUC meeting.
- Pursuing opening of the southbound traffic earlier than the balance of the project will come at an additional cost to the overall project as a result of mobilizing equipment and subcontractors twice when the project bid this in a way that allowed the bidders to bring these services in once. DPW has asked the contractor (ECI) for this price, but we do not expect this to be viable at this time.

- DPW is working with the contractor and the resident engineer to keep the project advancing efficiently to reduce the overall construction timeline and open the Champlain Parkway connection consistent with Council direction.

PARKING PROMOTIONS:

Council Resolution: “Council resolution: By June 2, 2025, provide the City Council information on average daily revenue received from downtown parking such that the City Council is able to discern the cost of any initiative to temporarily expand the City’s existing free parking program”

- DPW Staff provided a written briefing to the Council for its June 2, 2025 meeting.
- DPW Staff brought options for parking promotions to the DPW Commission’s June meeting. The Commission approved 2-hour free parking in the Main & Winooski lot up to Thanksgiving 2025.
- With Council budgetary support as part of the FY’26 budget approval, DPW Staff is notifying the DPW Commission that we will be implementing 1-hour free parking in the Marketplace Garage up to Thanksgiving 2025.

CEDO (formerly BWD) & Church Street Marketplace

- CEDO submitted an application to the State of Vermont for the FY26 Downtown Vibrancy Grant for an award up to \$25,000 for marketing support of the downtown.
- CEDO & CSM are in on-going conversations with the University of Vermont around marketing to students and potential students on the Marketplace.
- CSM routinely provides marketing materials and discounts to students for UVM weekend and graduation.
- Love Burlington is the brand under which CEDO markets directly to a younger audience.
- Staff resources and funding for marketing are consistently under capacity.
- CEDO will report quarterly on the development of a CEDS in conjunction with the Planning Department. This process is in the beginning phases and reporting will begin once substantive progress is underway.

Burlington Police Department

The Burlington Police Department has used both sworn and professional staff to ensure a regular and visible presence in key downtown areas. The department collects data related to foot and directed (motorized) patrols, June 1, 2025, to July 10, 2025, data:

- Church Street Marketplace – 425 Foot Patrols

- City Hall Park – 119 Foot Patrols
- Other Downtown Locations – 197 Foot / Directed Patrols

The department has also increased efforts toward responsiveness to all reports of in progress instances of criminality and disorder. This work has provided perspective on areas of improvement in terms of which resource to use – sworn officer versus professional staff.

Relocation of Food Distribution from Marketplace Garage

As shared at the May 19 and June 2 City Council meetings, the administration has been working to build connections with Food Not Cops members over the last several months with the goal of accomplishing a cooperative relocation of the food distribution from the Marketplace Garage. Those efforts were complicated by a number of factors, but progress was being made to find a path forward.

After the passage of Resolution 8.1, the Administration continued our work by committing to provide up to \$10,000 in funding to support relocation. The Mayor's Office also continued to engage with members of Food Not Cops and requested to be involved should the group independently choose to move to an alternative location.

On July 1, City staff reported that the food distribution had not taken place at the Marketplace Garage, and later reports confirmed that the group had relocated to City Hall Park. To be clear, the Administration was not involved in, nor informed about the decision to move the distribution to the northern edge City Hall Park, and to date, no request for funding support has been received.

The administration will continue to keep open lines of communication with Food Not Cops, while also considering the needs of all who enjoy City Hall Park, including families, and camps for children. The administration is committed to supporting people accessing food in our City given the high number of community members living with food insecurity, while also remaining committed to everyone being able to access and safely use public spaces.

CITY COUNCIL ACCOUNTABILITY LIST

This list is a working document. It is a record of resolutions, ordinances, communications that have come to the Council and there is an action requested.

Prepared by: Lori Olberg, Council and Licensing Coordinator

6/25/2025

	Meeting Date	Type of Document and Title	Action Requested	Updated Next Steps in the Process
1	2/6/2023	Communication re Ward 2/3 NPA Resolution to Name the New Shelburne Street Roundabout After Tony Redington and Resolution in Support of Big Heavy World Teen Center Proposal for Memorial Auditorium	refer the communication to TEUC and CDNR Committees respectively for further review and engagement	TEUC Item was taken up at the March 2023 meeting. No further action taken
2	3/13/2023	Communication re Ward 5 NPA Steering Committee to Name the New Shelburne Street Roundabout after Tony Redington	refer the communication to TEUC for further review	TEUC Item was taken up at the March 2023 meeting. No further action taken
3	3/13/2023	Resolution: Supporting LGBTQIA+ Community Members and Condemning Transphobia	City Council will work in collaboration with community members and organizations and the City administration to develop a plan for ongoing activities to support and amplify the voices of the LGBTQIA+ community; City Council urges Burlington's state legislative delegation to look at current state hate crime statute to look to extend protections for schools and organizations that advocate/support LGBTQ+ (and other minoritized communities) from hate motivated targeted crimes, examine Burlington's graffiti ordinance and consider changes that address continued defacement of public property, and graffiti that spreads hateful and harmful messages.	There have been stakeholder meetings brought forward by the Administration to address the directives in the resolution. UPDATE: Work is being done in the Legislature, a former resident created a physical Burlington trans pride flag to fly in front of City Hall in recognition of Trans Day of Visibility; the flag will fly the flag from March 15 - April 15 to celebrate Trans Day of Visibility and reboot the Trans People Belong campaign.
4	7/24/2023	Resolution: The Climate Emergency and the Council Request to Count Vermont Air National Guard GHG Emissions and to Plan to Eliminate VTANG Aviation and Ground GHG Emissions in the Spirit of the City's 2030 Net Zero Goals	requests that the Vermont Air Force National Guard Adjutant General, beginning for the year 2023, calculate aviation and ground fuel usage at the VTANG base and to annually provide BTV Director and TEUC with a complete record of the calculated aviation and ground greenhouse gas emission; for VTANG to work collaboratively to draft a plan to adopt simulation and augmented reality training to substantially reduce or eliminate GHG with initial meeting on or before 12/31/23 and follow up at TUEC's March 2024 meeting	Initial meeting of the parties by 12/31/2023; UPDATE: parties met at March TEUC meeting
5	5/6/2024	Resolution Relating to The Relationship Between City Officials And The Neighborhood Planning Assemblies	to refer the resolution from the Ward 1 Neighborhood Planning Assembly Concerning the Relationship Between City Officials & the NPA to the Community Development and Neighborhood Revitalization Committee for further review and recommended action	no later than September 2024
6	5/20/2024	Resolution: A Building Emissions Reduction Ordinance	referred to TEUC	TEUC refer any working draft BERO and any related ballot language to the Ordinance Committee no later than the last City Council meeting in October of 2024
7	6/3/2024	Resolution: Review and Update To Rental Weatherization Standards	TEUC to hold one or two meetings to eaxmine implementation of the Rental Weatherization Standards and identify any reasons for delay in achieving the energy audtis and weatherization work required by Ordinance to take place	no later than October 1, 2024, TEUC shall provide the full Council an update on its findings and make any policy update recommendations to the Ordinance Committee
8	1/27/2025	Resolution: City Council Commitment To Rebuilding And Reconciling With The Burlington Police Department	Mayor to update the City Council referred to the Ordinance Committee, to report back to the City Council; CJC to report back to the City Council and Ordinance Committee	18-Feb-25
9	1/27/2025	Resolution: Establishing A Violation Reporting Incentivization Pilot (VRIP)	referred to the CDNR Committee to report back to the Council with any recommended actions on the report, including, but not limited to, any recommended actiosn related to the Clarke Street needle exchange	on or before March 24, 2025; by March 10, 2025
10	5/12/2025	Evaluation of Safe-Syringe Programs and the Impact of Syringe Litter in Burlington, Vermont - Board of Health		on or by September 1, 2025
11	5/19/2025	CDO SEID Stormwater Standards ZA-25-03	referred to the Ordinance Committee	not-specified
12	5/19/2025	CDO PlanBTV Downtown Code Parking Setbacks ZA-25-06	referred to the Ordinance Committee	not-specified
13	5/19/2025	CDO Impact Fees ZA-25-08	suspend rules and warn for a public hearing	not-specified
14	6/16/2025	Ordinance: Water Resources Affordable Rate Setting	referred to TEUC	not-specified
15	6/23/2025	Ordinance: Prohibiting Indecent Exposure	referred to the Ordinance Committee	not-specified

Type Action
Procedural

Recommended Action open Public Forum
close Public Forum

2.1. Verbal Comments

3. Consent Agenda

3. Consent Agenda

Subject 3.1. Motion to adopt the consent agenda and take the actions indicated

Meeting May 1, 2025 - Special Local Control Commission Meeting - Thursday, May 1, 2025,
3:30 PM, **Special Local Control Commission Meeting **tentative**** Bushor
Conference Room, 149 Church Street, 1st Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

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

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

**Subject 3.2. First and Third Class Liquor License and Outside Consumption Permit
Renewals (2025-2026)**

Meeting May 1, 2025 - Special Local Control Commission Meeting - Thursday, May 1, 2025,
3:30 PM, **Special Local Control Commission Meeting **tentative**** Bushor
Conference Room, 149 Church Street, 1st Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the 2025-2026 First, Second and Third Class Liquor License and Outside
Consumption Permit Renewals as listed with all standard conditions

3.2. First and Third Class Liquor License and Outside Consumption Permit Renewals (2025-2026)

4. Adjournment

4. Adjournment

Subject 4.1. Motion to adjourn

Meeting May 1, 2025 - Special Local Control Commission Meeting - Thursday, May 1, 2025,
3:30 PM, **Special Local Control Commission Meeting **tentative**** Bushor
Conference Room, 149 Church Street, 1st Floor

Category 4. Adjournment

Department Council and Board

Type Action
Procedural

Recommended Action Motion to adjourn

4.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 3:38 pm

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

Subject 2.2. First, Second and Third Class Liquor License and Outside Consumption Permit Renewals (2025-2026): see attached list

Meeting May 12, 2025 - Local Control Commission Meeting - Monday, May 12, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the 2025-2026 First, **Second** and Third Class Liquor License and Outside Consumption Permit Renewals as listed with all standard conditions

2.2. First, **Second** and Third Class Liquor License and Outside Consumption Permit Renewals (2025-2026): see attached list

3. Deliberative Agenda

3. Deliberative Agenda

Subject 3.1. Second Class LIquor License Application (2025-2026): Burlington Harbor Marina, 75 Penny Lane

Meeting May 12, 2025 - Local Control Commission Meeting - Monday, May 12, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Second Class Liquor License Application for Burlington Harbor Marina, 75 Penny Lane with all standard conditions

3.1. Second Class LIquor License Application (2025-2026): Burlington Harbor Marina, 75 Penny Lane
Motion made by Commissioner Broderick, seconded by Commissioner Grant, to approve the motion as presented. Motion passed unanimously.

4. Adjournment

4. Adjournment

Subject 4.1. Motion to adjourn

Meeting	May 12, 2025 - Local Control Commission Meeting - Monday, May 12, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn

4.1. Motion to adjourn
City Council President Traverse adjourned the meeting at 7:54 pm.

Department Council and Board

Type Action
Procedural

Recommended Action open Public Forum
close Public Forum

2.1. Verbal Comments

BTV residents (in person):

Ellie Rochford: syringe services
Nolan Rogers: NetZero/budget
Nick Persampieri: NetZero Energy Roadmap Update - BED
Ashley Adams: climate/netzero roadmap
Lisa K. Lax: NetZero
Steven Goodknd: McNeil
Zachary Cummings: syringe litter
Dee Celmar: safe recovery
Mohawk Avi

BTV residents (online):

Sharon Bushor: syringe report
Greg Hancock: McNeil
Susan Mason Lazarev

Non BTV residents-Burlington property owner (in person):

Rob Perry: syringe services
Amy Kimmel: syringe services
Frank von Turkovich: Howard Center Safe Recovery/Syringe Program
Gabriela von Turkovich: Howard Center Safe Recovery

Non BTV residents (in person)

Leederk Huisman: McNeil
Joanne Putzier: termination after 43 years
Melissa Cate: termination
Gary Rogers; termination
Cheryl Joy Lipton: McNeil Biomass Plant
Judy Dow: McNeil

others on line:

Romeo von Hermann
Kelly Devine: downtown is in trouble

3. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Reports: up to 10 mins.)

3. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Reports: up to 10 mins.)

Subject 3.1. Verbal reports

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Mayor - General City Affairs (to include Climate and Public Health & Safety
Emergency Reports: up to 10 mins.)

Department Council and Board

Type Information

3.1. Verbal reports

4. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)

4. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)

Subject 4.1. Verbal reports

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)

Department Council and Board

Type Information

4.1. Verbal reports

5. Consent Agenda

5. Consent Agenda

Subject 5.1. Motion to adopt the consent agenda and take the actions indicated

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Council and Board

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

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

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

Subject 5.2. Accountability List - C/T

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
 Communication
 Information

Recommended Action waive the reading, accept the communication and place it on file

5.2. Accountability List - C/T

Subject 5.3. Indoor and Outdoor Entertainment Permit Renewals (2025-2026): see attached list

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. 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

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

Subject 5.4. Pie in the Sky Vision for 2025 School Year EBA partnership with the City of Burlington idea: EBA ART ENVOY

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Mayor's Office

Type Action (Consent)

Recommended Action move to approve the use of \$2,000 from the City Council Initiative Fund to support proposed beautification project by Eagle Bay Academy

5.4. Pie in the Sky Vision for 2025 School Year EBA partnership with the City of Burlington idea: EBA ART ENVOY

Subject 5.5. United States Coast Guard Station Burlington MOA - Fire

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Fire Department

Type Action (Consent)

Recommended Action move to approve and authorize the Burlington Fire Department to execute the Memorandum of Agreement between the City of Burlington, the Burlington Fire Department, and the United States Coast Guard Station Burlington/ANT Burlington

5.5. United States Coast Guard Station Burlington MOA - Fire

Subject 5.6. Tobacco License Renewals (2025-2026): Bangkok Bistro in the Alley and Henry Street Deli

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the 2025-2026 Tobacco License Renewals for Bangkok Bistro in the Alley and **Henry Street Deli**

5.6. Tobacco License Renewals (2025-2026): Bangkok Bistro in the Alley and **Henry Street Deli**

Subject 5.7. Temporary Gift of Burlington High School Student Art Request:-BWD

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Business and Workforce Development

Type Action (Consent)

Recommended Action The Business and Workforce Development Office requests that the City Council resolve to accept a temporary gift of a collaborative Burlington High School student art piece to be hung in Leahy Way on Department of Public Works property for no longer than 18 months, at which point the art will be removed and reinstalled in the new Burlington High School subject to review and approval by the City Attorney's Office.

5.7. Temporary Gift of Burlington High School Student Art Request:-BWD

Subject 5.8. REIB Updates

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Racial Equity, Inclusion, & Belonging (REIB)

Type Action (Consent)
 Communication
 Information

Recommended Action waive the reading, accept the communication and place it on file
5.8. REIB Updates

Subject **5.9. April 28, 2025 Local Control Commission Meeting Minutes - C/T**
Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM,
 Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
 Information
 Minutes

Recommended Action approve the minutes

5.9. April 28, 2025 Local Control Commission Meeting Minutes - C/T

Subject **5.10. April 28, 2025 Regular City Council Meeting Minutes - C/T**
Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM,
 Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
 Minutes
 Information

Recommended Action approve the minutes

5.10. April 28, 2025 Regular City Council Meeting Minutes - C/T

Subject **5.11. FIO Documents**
Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM,
 Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
 Communication

Information

Recommended Action for information only

5.11. FIO Documents

Subject 5.12. Ordinance: IMPACT FEES (Clerk/Treasurer, City Attorney)

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Clerk/Treasurer's Office

Type Ordinance - First Reading
Action (Consent)

Recommended Action to waive the reading and approve the first reading of the proposed ordinance amending Burlington Code of Ordinances Section 21-41 re impact fees, and to refer the proposed ordinance to the Ordinance Committee to report back as soon as possible

5.12. Ordinance: IMPACT FEES (Clerk/Treasurer, City Attorney)

6. Deliberative Agenda

6. Deliberative Agenda

Subject 6.1. Board of Health Syringe Litter Report (25 mins.)

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Deliberative Agenda

Department Board of Health

Type Action

Recommended Action refer to the CDNR Committee to report back to the Council with any recommended actions on or by the Council meeting on August 4, 2025

6.1. Board of Health Syringe Litter Report (25 mins.)

Board of Health Chair Celia Bird and Board of Health Commissioner Judy Rivers spoke to this agenda item. Motion made by Councilor Litwin, seconded by Councilor Mcknight, to refer to the CDNR Committee to report back to the Council on or by September 1, 2025 with any recommended actions on the report, including, but not limited to, any recommended actions related to the Clarke St needle exchange. Motion passed unanimously.

Subject 6.2. RunVermont Presentation on M&T Bank Vermont City Marathon & Relay (25 mins.)

Meeting May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category	6. Deliberative Agenda
Department	Council and Board
Type	Information Discussion

6.2. RunVermont Presentation on M&T Bank Vermont City Marathon & Relay (25 mins.)
RunVermont Executive Director Anthea Dexter Cooper spoke to this agenda item,

Subject	6.3. Net Zero Energy Presentation - BED (25 mins.)
Meeting	May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Burlington Electric Department
Type	Information Presentation

6.3. Net Zero Energy Presentation - BED (25 mins.)
BED General Manager Darren Springer spoke to this agenda item.

Subject	6.4. Extension of Letter of Agreement between the City of Burlington and University of Vermont - C/T (20 mins.)
Meeting	May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action

Recommended Action	to approve the one-year extension to the Letter of Agreement between the City of Burlington and University of Vermont dated June 24, 2019
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6.4. Extension of Letter of Agreement between the City of Burlington and University of Vermont - C/T (20 mins.)

CAO Schad spoke to this agenda item.

Motion made by Councilor McKnight, seconded by Councilor Singh, to postpone this agenda item to the May 19, 2025 Regular City Council Meeting. Motion passed unanimously.

Subject	6.5. FY26 Budget Update - Mayor and CAO (30 mins.)
Meeting	May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Mayor's Office

Type	Information Discussion Presentation
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6.5. FY26 Budget Update - Mayor and CAO (30 mins.)

Mayor Mulvaney-Stanak and CAO Schad spoke to this agenda item,.

Councilor Bergman made a motion, seconded by Councilor Litwin, to suspend the rules and complete the Deliberative Agenda at 10:30 pm.

7. Committee Reports

7. Committee Reports

Subject	7.1. Verbal reports
Meeting	May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Committee Reports
Department	Council and Board
Type	Information

7.1. Verbal reports

8. City Council President - Council Updates (up to 5 mins.)

8. City Council President - Council Updates (up to 5 mins.)

Subject	8.1. Verbal reports
Meeting	May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. City Council President - Council Updates (up to 5 mins.)
Department	Council and Board
Type	Information

8.1. Verbal reports

9. Adjournment

9. Adjournment

Subject	9.1. Motion to adjourn
Meeting	May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	9. Adjournment
Department	Council and Board

Type	Action Procedural
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Recommended Action	Motion to adjourn
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9.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 11:27 pm.

10. Informational and Non-Discrimination Statements

10. Informational and Non-Discrimination Statements

Subject	10.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.
Meeting	May 12, 2025 - Regular City Council Meeting - Monday, May 12, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	10. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

10.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.

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 City Council President Traverse, seconded by Councilor Schachter, to adopt the consent agenda as presented. Motion passed unanimously.

Subject 2.2. Fiscal Year 2026 Mayoral Appointments

Meeting June 2, 2025 - City Council With Mayor Presiding Meeting - Monday, June 2, 2025, 7:05 PM, City Council With Mayor Presiding Meeting, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Mayor's Office

Type Action (Consent)

Recommended Action move to grant personal hardship exemptions to the Department Head residency requirement for Fire Chief Michael Curtin and CEDO Director Kara Alnasrawi, as outlined in the attached memo

2.2. Fiscal Year 2026 Mayoral Appointments

3. Adjournment

3. Adjournment

Subject 3.1. Motion to adjourn

Meeting June 2, 2025 - City Council With Mayor Presiding Meeting - Monday, June 2, 2025, 7:05 PM, City Council With Mayor Presiding Meeting, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Adjournment

Department Council and Board

Type Action
Procedural

Recommended Action Motion to adjourn

3.1. Motion to adjourn

Mayor Mulvaney-Stanak adjourned the meeting at 7:38 pm.



BURLINGTON CITY COUNCIL
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
June 2, 2025

1. Agenda

1. Agenda

City Council President Traverse convened the meeting at 6:05 pm.

Members present: City Council President Traverse, Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Kitwin, McKnight, Neubieser, Schachter, Singh (all in person): Councilor Kane (on phone then on line)

Others present: Mayor Mulvaney-Stanak, COS Jacobsen, Deputy COS Magee, CAO Schad, City Attorney Brown, Lori Olberg, Keaton Knowles (through Public Forum)

On line: Assistant City Attorneys Sturtevant, Ramakrishnan and Wood

In person: Assistant City Attorney McClenahan, BED General Manager Springer, CEDO Director Alnasrawi (newly elected), CSM Director McGinnis (newly elected), Fire Chief Curtin (newly elected), CIO Barker, DPI Director Ward, Aviation Director Longo, Planning Director Dillard, DPW Director Spencer and City Engineer Wheelock;

Subject

1.1. Motion to amend/adopt agenda

Meeting

June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category

1. Agenda

Department

Council and Board

Type

Action
Procedural

Recommended Action Motion to amend/adopt agenda

1.1. Motion to amend/adopt agenda

Motion made by Councilor Litwin, seconded by Councilor McKnight, to adopt the agenda as presented. Motion passed unanimously.

2. Executive Sessions (45 mins.)

2. Executive Sessions (45 mins.)

City Attorney Brown spoke to these two executive sessions.

Subject

2.1. Collective Bargaining Update

Meeting

June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category

2. Executive Sessions (45 mins.)

Department Mayor's Office

Type Action
Procedural

Recommended Action

1. Motion 1: Move that the Council find that premature general public knowledge of legal advice and information concerning negotiations on "labor relations agreements with employees" would clearly place the City at a substantial disadvantage;
2. Motion 2: Based upon that finding, move that the Council go into executive session to receive confidential attorney-client communications, 1 VSA §313(a)(1)(F), regarding labor relations agreements with employees, 1 VSA §313(a)(1)(B), including representatives from the Mayor's Office, City Attorney's Office, and outside legal counsel.

2.1. Collective Bargaining Update

Motion 1: Motion made by Councilor McKnight, seconded by Councilor Barlow. Councilor Grant was not at the table to vote. Motion passed unanimously.

Motion 2; Motion made by Councilor McKnight, seconded by Councilor Schachter. Councilor Grant was not at the table to vote. Motion passed unanimously.

Subject 2.2. Litigation Update

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Executive Sessions (45 mins.)

Department Mayor's Office

Type Action
Procedural

Recommended Action

1. Motion 1: Move that the Council find that premature general public knowledge of legal advice and information concerning the details of "pending and/or potential" litigation to which the City is a party or has a stated interest would clearly place the City at a substantial disadvantage;
2. Motion 2: Based upon that finding, move that the Council go into executive session to receive confidential attorney-client communications, 1 VSA §313(a)(1)(F), in a pending civil litigation matter, 1 VSA §313(a)(1)(E), including representatives from the Mayor's Office, City Attorney's Office, and outside legal counsel.

2.2. Litigation Update

Motion 1: Motion made by Councilor McKnight, seconded by Councilor Broderick. Councilor Grant was not at the table to vote. Motion passed unanimously.

Motion 2: Motion made by Councilor McKnight, seconded by Councilor Litwin. Councilor Grant was not at the table to vote. Motion passed unanimously.

6:09 pm start of executive session.

City council President Traverse re-convened the meeting at 6:52 pm.

3. Public Forum: Time Certain: 6:30 pm **See above for signup instructions **Public Forum to last no longer than 60 minutes****

3. Public Forum: Time Certain: 6:30 pm **See above for signup instructions **Public Forum to last no longer than 60 minutes****

City Council President Traverse opened the Public Forum at 6:54 pm.

City Council President Traverse closed the Public Forum at 7:23 pm.

Subject	3.1. Verbal Comments
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Public Forum: Time Certain: 6:30 pm **See above for signup instructions** **Public Forum to last no longer than 60 minutes**
Department	Council and Board
Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

3.1. Verbal Comments

BTV residents (in person):

Romeo Von Hermann: feeding Burlington

Michelle Bookless: REIB Leadership - Director Barry

Ryan Nick: food location

Jonathan Chapple-Sokol: Civility

Lee Morrigan: FNC

David Maher: Public Safety

Zachary Cummings: food location should not change

Emma Kouri: REIB Office Director

Allan Walker Hadler: Main Street Construction

Sasa Mayo: the right of us to speak/food location

BTV resident (on line):

Sharon Bushor: Impact Fees

Non BTV resident (on line):

Keren Sita: food

4. CEDO and DFA Merger Work Session - Mayor (25 mins.)

4. CEDO and DFA Merger Work Session - Mayor (25 mins.)

CIO Barker spoke to this agenda item: presented slides.

Subject	4.1. CEDO and DFA Merger Work Session - Mayor
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. CEDO and DFA Merger Work Session - Mayor (25 mins.)
Department	Mayor's Office

Type	Discussion Information Presentation
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4.1. CEDO and DFA Merger Work Session - Mayor

5. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Reports: up to 10 mins.)

5. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Reports: up to 10 mins.)

Subject	5.1. Verbal reports
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Reports: up to 10 mins.)
Department	Council and Board
Type	Information

5.1. Verbal reports

6. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)

6. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)

Subject	6.1. Verbal reports
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)
Department	Council and Board
Type	Information

6.1. Verbal reports

7. Consent Agenda

7. Consent Agenda

Subject	7.1. Motion to adopt the consent agenda and take the actions indicated
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda

Department Council and Board

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

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

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

Subject 7.2. Accountability List - C/T

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication
Information

Recommended Action waive the reading, accept the communication and place it on file

7.2. Accountability List - C/T

Subject 7.3. May 1, 2025 Special Local Control Commission Meeting Minutes - C/T

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Minutes
Information

Recommended Action approve the minutes

7.3. May 1, 2025 Special Local Control Commission Meeting Minutes - C/T

Subject 7.4. May 12, 2025 Local Control Commission Meeting Minutes - C/T

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Information
Minutes

Recommended Action approve the minutes

7.4. May 12, 2025 Local Control Commission Meeting Minutes - C/T

Subject 7.5. May 12, 2025 Regular City Council Meeting Minutes - C/T

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Information
Minutes

Recommended Action approve the minutes

7.5. May 12, 2025 Regular City Council Meeting Minutes - C/T

Subject 7.6. May 19, 2025 Regular City Council Meeting Minutes - C/T

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Information
Minutes

Recommended Action approve the minutes

7.6. May 19, 2025 Regular City Council Meeting Minutes - C/T

**Subject 7.7. Authorization to Accept a Work of Public Art from Nancy Katzer to the
City - BCA/BPRW**

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department City Arts

Type Action (Consent)

Recommended Action to approve and authorize the Director of BCA to accept a Public Art donation as described in Attachment A with a total value of \$1,435 from Nancy Katzer, and to execute all necessary documents thereto upon final review and approval of the City Attorney's Office

7.7. Authorization to Accept a Work of Public Art from Nancy Katzer to the City - BCA/BPRW

Subject 7.8. Annual Report for FY24 - Fletcher Free Library Commission

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Fletcher Free Library

Type Action (Consent)
Information
Report

Recommended Action waive the reading, accept the report and place it on file

7.8. Annual Report for FY24 - Fletcher Free Library Commission

Subject 7.9. 1) Award of South End Pump Station and Forcer Main Preliminary Engineering Report Consultant Contract and 2) Amendment of previous Pre-Design Callahan CSO Storage Tank contract - DPW/Water Resources

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Public Works Department - Water Resources

Type Action (Consent)

Recommended Action 1. "To approve and authorize the Director of Public Works, Chapin Spencer, to execute a contract with Hoyle, Tanner for total contract amount of \$307,896 for the South End Pump Station and Force Main Preliminary Engineering Report, subject to the review by the City Attorney."
2. "To approve and authorize the Director of Public Works, Chapin Spencer, to execute an amended contract with Hoyle, Tanner for total contract amount of \$354,735 for the Callahan CSO Storage Tank Preliminary Engineering Report, subject to the review by the City Attorney."

7.9. 1) Award of South End Pump Station and Forcer Main Preliminary Engineering Report Consultant Contract and 2) Amendment of previous Pre-Design Callahan CSO Storage Tank contract - DPW/Water Resources

Subject 7.10. Request to Execute a Contract with Pike Industries, Inc. (Pike) for the Taxiway C/G Rehabilitation Project, to accept and execute a Federal Aviation Administration (FAA) Grant for the Taxiway C/G Rehabilitation Project - Airport

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Airport

Type Action (Consent)

Recommended Action 1. "To authorize the Director of Aviation to execute a contract with Pike Industries Inc. in the amount of up to \$2,625,845.00 for the construction of TW C/G Rehabilitation Project, subject to review and approval of the City Attorney's Office."
2. "To authorize the Director of Aviation to execute a grant from the Federal Aviation Administration to accept an amount up to \$3,124,464.00, as allowed under the grant, for the Taxiway Rehabilitation Project, subject to review by the City Attorney's Office, and to take such further actions and execute such further instruments approved as to form by the City Attorney's Office as may be necessary or convenient to effectuate the transactions contemplated hereby."

7.10. Request to Execute a Contract with Pike Industries, Inc. (Pike) for the Taxiway C/G Rehabilitation Project, to accept and execute a Federal Aviation Administration (FAA) Grant for the Taxiway C/G Rehabilitation Project - Airport

Subject 7.11. Request to accept and execute a Federal Aviation Administration (FAA) Grant, execute a Contract with Strong Tower Inc. and Jones Payne Group, Inc. (JPG) for the Residential Sound Insulation Project (RSIP) Phase 5 - Airport

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Airport

Type Action (Consent)

Recommended Action 1. "To authorize the Director of Aviation to accept and execute a grant agreement with the Federal Aviation Administration in an amount up to \$2,507,877.00, for the Residential Sound Insulation Project (RSIP) Phase 5, subject to review and approval of the City Attorney's Office, and to take such further actions and execute such further instruments approved as to form by the City Attorney's Office as may be necessary or convenient to effectuate the transactions contemplated hereby ."
2. "To authorize the Director of Aviation to execute a contract with Strong Tower in the amount of up to \$987,204.00 , for the Residential Sound Insulation Project (RSIP) Phase 5 construction, subject to review and approval of the City Attorney's Office."
3. "To authorize the Director of Aviation to execute a contract with JPG in the amount of up to \$1,421,865.00, for the Residential Sound Insulation Project (RSIP) Phase 5 program management, subject to review and approval of the City Attorney's Office."

7.11. Request to accept and execute a Federal Aviation Administration (FAA) Grant, execute a Contract with Strong Tower Inc. and Jones Payne Group, Inc. (JPG) for the Residential Sound Insulation Project (RSIP) Phase 5 - Airport

Subject 7.12. Authorization to Issue Early Learning Initiative Capacity Grants to First Congregational Church for \$50,000 - BWD

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Business and Workforce Development

Type Action (Consent)

Recommended Action to approve and authorize the Director of Business and Workforce Development to enter into an ELI Capacity grant agreement with First Congregational Church in the amount not to exceed \$50,000 to support the creation of a new infant/toddler child care program in downtown Burlington, subject to review and approval of grant agreement documents by the City Attorney's Office

7.12. Authorization to Issue Early Learning Initiative Capacity Grants to First Congregational Church for \$50,000 - BWD

Subject 7.13. Communication: Caryn Long, re: May 19 City Council Meeting

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

7.13. Communication: Caryn Long, re: May 19 City Council Meeting

Subject 7.14. Communication: Ashton MacKenzie, re: Displacing Food Distribution At Marketplace Garage

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

7.14. Communication: Ashton MacKenzie, re: Displacing Food Distribution At Marketplace Garage

Subject 7.15. Accepting a grant from the Friends of the Fletcher Free Library to the Fletcher Free Library Preservation Project for the 1904 building (Preservation Project) - Library

Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda
Department	Fletcher Free Library
Type	Action (Consent)
Recommended Action	1. To approve and authorize the acceptance of a grant in an amount not to exceed \$845,000 from the Friends of the Fletcher Free Library in support of the FFL Preservation Project at 235 College Street, and further authorize the Chief Administrative Officer to execute a Grant Agreement between the City and the Friends of the Fletcher Free in furtherance of such acceptance, subject to the final review of the City Attorney's Office. 2. To approve and authorize the Chief Administrative Officer to take all such further actions, including by taking any necessary steps to ensure the creation of the project budget reflecting the acceptance of the grant award, and to execute such further instruments approved as to form by the City Attorney, as may be necessary or convenient to effectuate the transactions contemplated hereby.

7.15. Accepting a grant from the Friends of the Fletcher Free Library to the Fletcher Free Library Preservation Project for the 1904 building (Preservation Project) - Library

Subject	7.16. Daily Parking Revenue - DPW
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda
Department	Public Works Department
Type	Action (Consent) Communication Information
Recommended Action	waive the reading, accept the communication and place it on file
7.16. Daily Parking Revenue - DPW	

Subject	7.17. FIO Documents
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication

Information

Recommended Action for information only

7.17. FIO Documents

8. Deliberative Agenda

8. Deliberative Agenda

Subject **8.1. Fiscal Year 2026 Mayoral Appointments **7:00 pm to no later than 7:30 pm**

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Mayor's Office

Type Action

Recommended Action move to confirm Mayoral appointments for Fiscal Year 2026 as listed in the attached memo

8.1. Fiscal Year 2026 Mayoral Appointments **7:00 pm to no later than 7:30 pm

Motion made by Councilor McKnight, seconded by Councilor Bergman, to approve the motion as presented. Motion passed unanimously.

Subject **8.2. Public Hearing Regarding ZA-25-02 Additional Housing Ordinance**

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Planning

Type Action
Public Hearing

Recommended Action open the Public Hearing
close the Public Hearing

8.2. Public Hearing Regarding ZA-25-02 Additional Housing Ordinance
City Council President Traverse opened the Public Hearing at 8:50 pm.
City Council President Traverse closed the Public Hearing at 8:59 pm.

Online speakers:

Sharon Bushor
Kirsten Merriman Shapiro

Subject **8.3. Ordinance: ZA-25-02: Neighborhood Code - Additional Housing Development Options (Office of City Planning, Planning Commission, Ordinance Committee) (20 mins.)**

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Planning

Type Action
Ordinance - Second Reading

Recommended Action Second Reading. Waive the reading and adopt the ordinance as amended by the
Ordinance Committee.

8.3. Ordinance: ZA-25-02: Neighborhood Code - Additional Housing Development Options (Office of City
Planning, Planning Commission, Ordinance Committee) (20 mins.)

Planning Director Dillard and Principal Planner Morgan spoke to this agenda item: presented slides.

Motion made by Councilor Bergman, seconded by Councilor Barlow, to approve the motion as
presented. Motion passed unanimously.

Subject 8.4. BED FY26 rate change - BED (20 mins.)

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Burlington Electric Department

Type Action

Recommended Action to approve and authorize the General Manager of the Burlington Electric
Department or their designee to file tariff amendments and supporting documents
with the Vermont Public Utility Commission requesting an increase to Burlington
Electric Department rates of 4.5 percent on bills rendered on or after September 1,
2025 as proposed

8.4. BED FY26 rate change - BED (20 mins.)

BED General Manager Springer and Emily Stebbins-Wheelock spoke to this agenda item: presented slides.

Motion made by Councilor Barlow, seconded by Councilor Litwin, to approve the motion as
presented. Motion passed unanimously.

Subject 8.5. BED Energy Assistance Program (EAP) - BED (10 mins.)

Meeting June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Burlington Electric Department

Type Action

Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	1. To waive and approve the second reading of the proposed ordinance amending Burlington Code of Ordinances § 21-41. 2. To approve the resolution adopting the proposed Administrative Regulations, including the proposed transportation and water/wastewater impact fees. In lieu of the third motion, the City Council may adopt an alternative motion, to depend in part on the Board of Finance's actions

8.8. Impact Fees (20 mins.)

Subject 8.8. Ordinance: Impact Fees (C/T, City Attorney)

Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action Ordinance - Second Reading
Recommended Action	1. To waive and approve the second reading of the proposed ordinance amending Burlington Code of Ordinances § 21-41. 2. To approve the resolution adopting the proposed Administrative Regulations, including the proposed transportation and water/wastewater impact fees. In lieu of the third motion, the City Council may adopt an alternative motion, to depend in part on the Board of Finance's actions

8.8. Ordinance: Impact Fees (C/T, City Attorney)

Motion made by Councilor Bergman, seconded by Councilor Barlow, to approve the motion as presented regarding the updated version of this agenda item. Motion passed unanimously.

Subject 8.8. Resolution: Impact Fees (Board of Finance)

Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action Resolution
Recommended Action	1. To waive and approve the second reading of the proposed ordinance amending Burlington Code of Ordinances § 21-41.

2. To approve the resolution adopting the proposed Administrative Regulations, including the proposed transportation and water/wastewater impact fees.
In lieu of the third motion, the City Council may adopt an alternative motion, to depend in part on the Board of Finance's actions

8.8. Resolution: Impact Fees (Board of Finance)

Motion made by Councilor Barlow, seconded by Councilor Bergman, to postpone this agenda item to the June 16, 2025 City Council Meeting. Motion passed unanimously.

9. Committee Reports

9. Committee Reports

Subject	9.1. Verbal reports
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	9. Committee Reports
Department	Council and Board
Type	Information

9.1. Verbal reports

10. City Council President - Council Updates (up to 5 mins.)

10. City Council President - Council Updates (up to 5 mins.)

Subject	10.1. Verbal reports
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	10. City Council President - Council Updates (up to 5 mins.)
Department	Council and Board
Type	Information

10.1. Verbal reports

11. Adjournment

11. Adjournment

Subject	11.1. Motion to adjourn
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	11. Adjournment
Department	Council and Board

Type	Action Procedural
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Recommended Action	Motion to adjourn
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11.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 11:35 pm.

12. Informational and Non-Discrimination Statements

12. Informational and Non-Discrimination Statements

Subject	12.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.
Meeting	June 2, 2025 - Regular City Council Meeting - Monday, June 2, 2025, 5:45 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	12. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

12.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.

Type	Action Procedural
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Recommended Action

1. Motion 1: Move that the Council find that premature general public knowledge of municipal contract negotiations would clearly place the City at a substantial disadvantage;
2. Motion 2: Based upon that finding, move that the Council go into executive session to receive confidential attorney-client communications, 1 VSA §313(a)(1)(A), regarding contracts, including representatives from the Mayor's Office, City Attorney's Office, and Department of Public Works.

2.1. Contract Update

Motion 1: Motion made by Councilor McKnight, seconded by Councilor Schachter. Motion passed unanimously.

Motion 2: Motion made by Councilor McKnight, seconded by Councilor Bergman. Motion passed unanimously.

Executive Session start time: 6:04 pm; end time: 6:44 pm.

3. Public Forum: Time Certain: 6:30 pm **See above for signup instructions**

3. Public Forum: Time Certain: 6:30 pm **See above for signup instructions**

City Council President Traverse opened Public Forum at 6:44 pm.

City Council President Traverse closed Public Forum at 7:19 pm.

Subject	3.1. Verbal Comments
Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Public Forum: Time Certain: 6:30 pm **See above for signup instructions**
Department	Council and Board
Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

3.1. Verbal Comments

First speaker: State Treasurer Mike Pieciak: Canadian Tourism

In person BTV residents:

Amy Cudney: Burlington Sister Cities
Kevin Lewis: BRV Appointee/Application
Todd DeLuca: Public Safety
Alison Seger: Burlington Airport
Andrew Viets: Senior Services in BTV
Sasha Mayo: Street Name, Etc.
Allan Walker-Hodkin: Construction
Anne Tewksbury-Frye: Financial Support

Online BTV residents:

Monika Invancic: need Citywide recycling

Sharon Bushor: Impact Fees

In person BTV property owner non BTV resident:

Jason Levinthal: Main Street Closed

In person non BTV resident:

Kelly Devine: Canada Street/Main Street/Impact Fees

Online non BTV resident:

Keren Sita: Canada

4. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)

4. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)

Subject	4.1. Verbal reports
Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)
Department	Council and Board
Type	Information

4.1. Verbal reports

5. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)

5. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)

Subject	5.1. Verbal reports
Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)
Department	Council and Board
Type	Information

5.1. Verbal reports

6. Consent Agenda

6. Consent Agenda

Motion made by Councilor Carpenter, seconded by Councilor McKnight, to adopt the consent agenda as amended and take the actions indicated. Motion passed unanimously.

Subject **6.1. Motion to adopt the consent agenda (as amended) and take the actions indicated**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Council and Board

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda (as amended) and take the actions indicated
6.1. Motion to adopt the consent agenda (as amended) and take the actions indicated

Subject **6.2. Accountability List - C/T**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication
Information

Recommended Action waive the reading, accept the communication and place it on file
6.2. Accountability List - C/T

Subject **6.3. Annual Report of the Burlington Development Review Board**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Information
Report

Recommended Action waive the reading, accept the report and place it on file
6.3. Annual Report of the Burlington Development Review Board

Subject **6.4. Annual Report of the Burlington Conservation Board**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Report

Recommended Action waive the reading, accept the report and place it on file

6.4. Annual Report of the Burlington Conservation Board

Subject 6.5. Council Table at Juneteenth Event - Central District City Councilor Melo Grant

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Council and Board

Type Action (Consent)

Recommended Action to approve the expenditure of \$250 in Council Initiative Funds to pay for a table at this year's Juneteenth event to be used for council member engagement

6.5. Council Table at Juneteenth Event - Central District City Councilor Melo Grant

Subject 6.6. Approval to Execute Master Lease - C/T

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action to approve and authorize Katherine Schad, Chief Administrative Officer, or designee to execute a Tax-Exempt Lease Purchase with Key Government Finance for the amount of \$1,524,188 with an annual payment of \$247,716 to be paid out of Water Resources, Airport and Fire Budgets within the approved Fiscal Year 2025 Budgets subject to review by the City Attorney's Office; and to authorize Katherine Schad to take such further actions and execute such further instruments approved as to form by the City Attorney's Office as may be necessary or convenient to effectuate the transactions contemplated hereby

6.6. Approval to Execute Master Lease - C/T

Subject **6.7. Special Event Outdoor Entertainment Permit Application (July - August): Party on the Bricks, 5:30 pm - 8:00 pm, Church Street Marketplace**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Church St. Marketplace

Type Action (Consent)

Recommended Action approve the special event outdoor entertainment permit application (July - August) for Party on the Bricks, 5:30 pm - 8:00 pm, Church Street Marketplace

6.7. Special Event Outdoor Entertainment Permit Application (July - August): Party on the Bricks, 5:30 pm - 8:00 pm, Church Street Marketplace

Subject **6.8. Special Outdoor Entertainment Permit Application (July 5): Burlington Odd Fellows, 1416 North Avenue, 1 pm - 7 pm**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the one day only special event outdoor entertainment permit application for Burlington Odd Fellows, 1416 North Avenue, July 5, 1 pm - 7 pm

6.8. Special Outdoor Entertainment Permit Application (July 5): Burlington Odd Fellows, 1416 North Avenue, 1 pm - 7 pm

Subject **6.9. Indoor and Outdoor Entertainment Permit Renewals (2025-2026): see attached list**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. 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

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

Subject **6.10. Department of Public Works - 200 Church - Encumbrance Permit Request**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Public Works Department

Type Action (Consent)

Recommended Action to approve the Encumbrance Application and License Agreement for the sidewalk located off, and the public sidewalk and parking stall located on the south side of South Union Street directly to the adjacent of 174 South Winooski for construction activities and equipment staging, and 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

6.10. Department of Public Works - 200 Church - Encumbrance Permit Request

Subject **6.11. planBTV Walk Bike Safety Action Plan Approval - DPW**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Public Works Department

Type Action (Consent)

Recommended Action We are respectfully requesting that the City Council approve the following motion: The City Council approves the planBTV Walk Bike Safety Action Plan, as presented and recommended (see Attachment-1).
Background

6.11. planBTV Walk Bike Safety Action Plan Approval - DPW

Subject **6.12. New North End Sidewalk Scoping Study Approval - DPW **AGENDA ITEM REMOVED PER DPW DIRECTOR SPENCER****

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Public Works Department

Type Action (Consent)

Recommended Action We are requesting the City Council approve the following motion: The City Council approves the recommended preferred alternatives for the New North End Sidewalk Scoping Study (see Attachment-1):

- Stanbury Road – Alternative 3: A concrete sidewalk behind the existing curb on the east side of the road, continuing the sidewalk from Dale Road.
- Green Acres Drive – Alternative 2: A seasonal painted pedestrian zone on the east/north side of the street, which will serve as a pilot to evaluate the potential for a future permanent sidewalk project.
- Cottage Grove/Loaldo Drive – Alternative 1: No Build.

6.12. New North End Sidewalk Scoping Study Approval - DPW **AGENDA ITEM REMOVED PER DPW DIRECTOR SPENCER**

Subject **6.13. Communication: Susan Rittenhouse, re: The Rock Point bridge construction over Bike Path**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.13. Communication: Susan Rittenhouse, re: The Rock Point bridge construction over Bike Path

Subject **6.14. Communication: Ned Ryerson, re: Ban**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.14. Communication: Ned Ryerson, re: Ban

Subject **6.15. Compassionate Action - A Vision for Change in Burlington Two Things Can Be True At Once - Businesses and Community**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.15. Compassionate Action - A Vision for Change in Burlington Two Things Can Be True At Once -
Businesses and Community

Subject 6.16. BBA Letter in Support of Downtown Resolution

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.16. BBA Letter in Support of Downtown Resolution

Subject 6.17. Annual Commission Report - BED

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Burlington Electric Department

Type Action (Consent)
Information
Report

Recommended Action waive the reading, accept the report and place it on file

6.17. Annual Commission Report - BED

Subject 6.18. Re-classification of the Housing Program Specialist in CEDO - CEDO

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Community & Economic Development Office (CEDO)

Type Action (Consent)

Recommended Action to approve and authorize the reclassification of the Housing Programs Specialist, a
regular, full-time, non-exempt, AFSCME, Grade 17 position to a regular, full-time,

non-exempt, AFSCME, Grade 18 position in the Community & Economic Development Office

6.18. Re-classification of the Housing Program Specialist in CEDO - CEDO

Subject	6.19. Early Termination of 62 Church Street (Whim Boutique) Lease - CSM
Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Church St. Marketplace
Type	Action (Consent)
Recommended Action	The Church Street Marketplace Department respectfully requests that the City Council approve the following motion: To authorize the early termination of the lease agreement with the term concluding May 31, 2025 with Paradigm RE, LCC for retail operations at 62 Church Street subject to final review and approval by the City Attorney's Office.

6.19. Early Termination of 62 Church Street (Whim Boutique) Lease - CSM

Subject	6.20. Recertification of the FY24 City of Burlington Waterfront TIF District Report to the Vermont Economic Progress Council (VEPC) - C/T
Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent)
Recommended Action	to accept the staff report

6.20. Recertification of the FY24 City of Burlington Waterfront TIF District Report to the Vermont Economic Progress Council (VEPC) - C/T

Subject	6.21. Designation of Staff to Issue Municipal Tickets - BPD
Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Police Department

Type Action (Consent)

Recommended Action to authorize Burlington Police Department to submit the attached designation form designating Lucas Nasta to the Vermont Judicial Bureau as a municipal official authorized to issue tickets for Burlington municipal code violations

6.21. Designation of Staff to Issue Municipal Tickets - BPD

Subject 6.22. Unlicensed Dogs and Wolf-Hybrids - C/T

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action to receive the communication and place it in the file

6.22. Unlicensed Dogs and Wolf-Hybrids - C/T

Subject 6.23. Request to execute a Non-Aeronautical Facility Lease Agreement with Beta Technologies for an industrial building located at 25 Customs Drive - Airport

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Airport

Type Action (Consent)

Recommended Action to authorize the Mayor of the City of Burlington to execute the Non-aeronautical Facility lease agreement, subject to final review and approval by the City Attorney's Office, and to take such further actions and execute such further instruments approved as to form by the City Attorney's Office as may be necessary or convenient to effectuate the transactions contemplated hereby

6.23. Request to execute a Non-Aeronautical Facility Lease Agreement with Beta Technologies for an industrial building located at 25 Customs Drive - Airport

Subject 6.24. FIO Documents

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication
Information

Recommended Action for information only

6.24. FIO Documents

Subject 6.25. Ordinance: An Amendment to Appendix D, Sections 1 and 4, Updating Parks Rules and Regulations (PACC)

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action (Consent)
Ordinance - First Reading

Recommended Action first reading, waive the reading, suspend the rules, and place the amendment to Appendix D of Burlington City Ordinances as detailed in the attached ordinance form in all stages of passage

6.25. Ordinance: An Amendment to Appendix D, Sections 1 and 4, Updating Parks Rules and Regulations (PACC)

Subject 6.26. Resolution: Approving The Issuance Of Grant Anticipation Notes For The Costs Of Airport Improvement Projects (Board of Finance)

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Resolution

Recommended Action waive the reading and adopt the resolution

6.26. Resolution: Approving The Issuance Of Grant Anticipation Notes For The Costs Of Airport Improvement Projects (Board of Finance)

Subject 6.27. Resolution: Authorization For Burlington Electric Department Revenue Refunding Bonds (Board of Finance)

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Burlington Electric Department

Type Action (Consent)
Resolution

Recommended Action The Burlington Electric Department ("BED") respectfully requests Board and Council approval of the attached Resolution prepared by the City's bond counsel, Paul, Frank & Collins, authorizing (1) the refunding of certain BED revenue bonds and (2) the reimbursement of up to \$5 million in capital expenditures with the proceeds of the to-be issued tax-exempt Net Zero Energy & Grid Reliability revenue bonds authorized by voters in November, 2024.

6.27. Resolution: Authorization For Burlington Electric Department Revenue Refunding Bonds (Board of Finance)

7. 2025 Board and Commission Appointments

7. 2025 Board and Commission Appointments

Motion made by Councilor McKnight, seconded by Councilor Neubieser, to approve the slate as presented for agenda items 7.1. through 7.11 minus 7.6. Motion passed unanimously.

Subject 7.1. 2025 Commission/Board Appointment Worksheet

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Council and Board

Type Action (Consent)
Communication
Information

Recommended Action waive the reading, accept the communication and place it on file

7.1. 2025 Commission/Board Appointment Worksheet

**Subject 7.2. Chittenden County Regional Planning Commission: Term Expires
06/30/27**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Andy Montroll is being re-appointed.

7.2. Chittenden County Regional Planning Commission: Term Expires 06/30/27

Subject **7.3. Chittenden County Regional Planning Commission - alternate: Term Expires 06/30/27**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Jonathan D. Chapple-Sokol is being appointed.

7.3. Chittenden County Regional Planning Commission - alternate: Term Expires 06/30/27

Subject **7.4. Church Street Marketplace Commission: Term Expires 06/30/28**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Mark Bouchett is being re-appointed.

7.4. Church Street Marketplace Commission: Term Expires 06/30/28

Subject **7.5. Church Street Marketplace Commission: Term Expires 06/30/28**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Linda Magoon is being re-appointed.

7.5. Church Street Marketplace Commission: Term Expires 06/30/28

Subject **7.6. Church Street Marketplace Commission: Term Expires 06/30/28**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Samuel Tolstoi is being re-appointed.

7.6. Church Street Marketplace Commission: Term Expires 06/30/28

Motion made by Councilor Barlow to nominate Christopher Haessly to the Church Street Marketplace Commission.

Roll call vote: Councilors Barlow, Carpenter, Litwin, McKnight, Schachter, Singh and City Council President Traverse (ayes): Councilor Kane (nay); Councilors Bergman, Broderick, Grant and Neubieser (abstentions)

Christopher Haessly was re-appointed to the Church Street Marketplace Commission.

Subject 7.7. Church Street Marketplace Commission: Term Expires 06/30/28

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action

7.7. Church Street Marketplace Commission: Term Expires 06/30/28

Subject 7.8. Fence Viewer: Term Expires 06/30/26

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Vikas Mangipudi is being re-appointed.

7.8. Fence Viewer: Term Expires 06/30/26

Subject 7.9. Fence Viewer: Term Expires 06/30/26

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Shay Totten is being re-appointed.

7.9. Fence Viewer: Term Expires 06/30/26

Subject 7.10. Fence Viewer: Term Expires 06/30/26

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Charlie Giannoni is being appointed.

7.10. Fence Viewer: Term Expires 06/30/26

Subject 7.11. Green Mountain Transit Board: Term Expires 06/30/28

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Matt Kobzik is being appointed.

7.11. Green Mountain Transit Board: Term Expires 06/30/28

Subject 7.12. Housing Board of Review: Term Expires 06/30/28

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Joshua Wronski is being re-appointed.

7.12. Housing Board of Review: Term Expires 06/30/28

Subject 7.13. Housing Board of Review: Term Expires 06/30/28

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Olivia Irene Taylor is being re-appointed.

7.13. Housing Board of Review: Term Expires 06/30/28

Subject 7.14. Housing Board of Review: Term Expires 06/30/28

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Elizabeth (Betsy) McGavisk is being re-appointed.

7.14. Housing Board of Review: Term Expires 06/30/28

8. Deliberative Agenda

8. Deliberative Agenda

Subject 8.1. Resolution: Designating Church Street As "Canada Street/Rue Canada" To Welcome Canadian Visitors And Welcome Tourism (Councilors McKnight, Barlow, Litwin, Schachter, Singh, Traverse, Neubieser, Kane, Broderick, Bergman, Carpenter)(20 mins.)

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Council and Board

Type Action
Resolution

Recommended Action waive the reading and adopt the resolution

8.1. Resolution: Designating Church Street As "Canada Street/Rue Canada" To Welcome Canadian Visitors And Welcome Tourism (Councilors McKnight, Barlow, Litwin, Schachter, Singh, Traverse, Neubieser, Kane, Broderick, Bergman, Carpenter)(20 mins.)

Motion made by Councilor McKnight, seconded by Councilor Bergman, to waive the reading and adopt the resolution. Motion passed unanimously.

Subject **8.2. Resolution: Impact Fees (Board of Finance)(20 mins.)**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action
Resolution

Recommended Action waive the reading and adopt the resolution

8.2. Resolution: Impact Fees (Board of Finance)(20 mins.)

Motion made by Councilor Bergman, seconded by Councilor Barlow, to waive the reading and adopt the resolution as amended. Motion passed unanimously.

Subject **8.3. Public Hearing Regarding Setting Common Area Fees FY26**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Church St. Marketplace

Type Action
Public Hearing

Recommended Action open Public Hearing
close Public Hearing

8.3. Public Hearing Regarding Setting Common Area Fees FY26

City Council President Traverse opened the Public Hearing at 9:15 pm.

City Council President Traverse closed the Public Hearing at 9:16 pm.

Subject **8.4. Resolution: Allocation Method And Standards For Common Area Fee Formula, And Establishment Of Common Area Fees For The Church Street Marketplace For Fiscal Year 2026 (Councilor Singh)(20 mins.)**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Church St. Marketplace

Type Action
Resolution

Recommended Action waive the reading and adopt the resolution

8.4. Resolution: Allocation Method And Standards For Common Area Fee Formula, And Establishment Of Common Area Fees For The Church Street Marketplace For Fiscal Year 2026 (Councilor Singh)(20 mins.)
Motion made by Councilor Schachter, seconded by Councilor Schachter, to waive the reading and adopt the resolution. Motion passed unanimously.

Subject **8.5. Outdoor Entertainment Permit Application (2025-2026): August First, 61 Main Street**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Outdoor Entertainment Permit Application for August First, 61 Main Street with all standard conditions

8.5. Outdoor Entertainment Permit Application (2025-2026): August First, 61 Main Street
Motion made by Councilor Broderick, seconded by Councilor Grant, to approve the 2025-2026 Outdoor Entertainment Permit Application for August First, 61 Main Street with all standard conditions. Motion passed unanimously. Councilor Bergman was not at the table.

Subject **8.6. Tobacco License Application (2025-2026): Bangkok Bistro in the Alley**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Tobacco License Application for Bangkok Bistro in the Alley

8.6. Tobacco License Application (2025-2026): Bangkok Bistro in the Alley
Motion made by Councilor Broderick, seconded by Councilor Schachter, to approve the 2025-2026 Tobacco License Application for Bangkok Bistro in the Alley. Motion passed unanimously.

Subject **8.7. Tobacco License and Tobacco Substitute Endorsement License Applications (2025-2026): Citizen Cider**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Tobacco License and Tobacco Substitute Endorsement License Applications for Citizen Cider

8.7. Tobacco License and Tobacco Substitute Endorsement License Applications (2025-2026): Citizen Cider
Motion made by Councilor Broderick, seconded by Councilor Neubieser, to approve the 2025-2026 Tobacco License and Tobacco Substitute Endorsement License Applications for Citizen Cider,
Motion passed 11:1 roll call vote: Ayes: Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Kane, McKnight, Neubieser, Schachter, Singh and City Council President Traverse; Nay: Councilor Litwin.

Subject **8.8. Ordinance: Water Resources Affordability Rate Setting (DPW-Water Resources)(15 mins.)**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Public Works Department - Water Resources

Type Action
Ordinance - First Reading

Recommended Action 1. To waive and approve the first reading of the proposed ordinance regarding Water Resources affordability enhancements and to suspend the rules (2/3 vote) to refer the ordinance to the Transportation, Utilities and Energy Committee (TEUC) in lieu of the Ordinance Committee.
2. To refer to the proposed policy regarding Water Resources affordability enhancements to the TEUC.

8.8. Ordinance: Water Resources Affordability Rate Setting (DPW-Water Resources)(15 mins.)

Motion 1: Motion made by Councilor Barlow, seconded by Councilor Bergman, to approve the motion as presented. Motion passed unanimously.

Motion 2: Motion made by Councilor Barlow, seconded by Councilor McKnight, to approve the motion as presented. Motion passed unanimously.

Subject **8.9. FY26 Budget Memo Update - Mayor and CAO (25 mins.)**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Communication
Information
Discussion

8.9. FY26 Budget Memo Update - Mayor and CAO (25 mins.)

Mayor Mulvaney-Stanak, City Assessor Turner and CAO Schad spoke to this agenda item.

9. Committee Reports

9. Committee Reports

Subject **9.1. Verbal reports**

Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	9. Committee Reports
Department	Council and Board
Type	Information

9.1. Verbal reports

10. City Council President - Council Updates (up to 5 mins.)

10. City Council President - Council Updates (up to 5 mins.)

Subject	10.1. Verbal reports
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Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	10. City Council President - Council Updates (up to 5 mins.)
Department	Council and Board
Type	Information

10.1. Verbal reports

11. Adjournment

11. Adjournment

Subject	11.1. Motion to adjourn
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Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	11. Adjournment
Department	Council and Board
Type	Action Procedural

Recommended Action Motion to adjourn

11.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 10:32 pm.

12. Informational and Non-Discrimination Statements

12. Informational and Non-Discrimination Statements

Subject	12.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities
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who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.

Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	12. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

12.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.

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
Subject	2.2. 2025 Cannabis Retailer License Renewals: Euphoria Cannabis, LLC and Judy's Holistic Solution LLC
Meeting	June 16, 2025 - Local Cannabis Control Commission Meeting - Monday, June 16, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent)
Recommended Action	to approve and authorize transmission of local approval of the following local cannabis control retailer license renewals to the State Cannabis Control Board, subject to all municipal conditions currently in effect on such local licenses: Euphoria Cannabis, LLC and Judy's Holistic Solution LLC
	2.2. 2025 Cannabis Retailer License Renewals: Euphoria Cannabis, LLC and Judy's Holistic Solution LLC

3. Adjournment

3. Adjournment

Subject	3.1. Motion to adjourn
Meeting	June 16, 2025 - Local Cannabis Control Commission Meeting - Monday, June 16, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn
	3.1. Motion to adjourn
	City Council President Traverse adjourned the meeting at 8:38 pm.



**BURLINGTON LOCAL CONTROL COMMISSION
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
June 16, 2025**

1. Agenda

1. Agenda

City Council President Traverse convened the meeting at 8:33pm.

Members present: Commissioners Barlow, Bergman, Broderick, Carpenter, Grant, Kane, Litwin, McKnight, Neubieser, Schachter, Singh and City Council President Traverse; Mayor Mulvaney-Stanak was not at the table to vote.

Others present: COS Jacobsen, City Attorney Brown, CAO Schad and Lori Olberg

Subject	1.1. Motion to adopt agenda
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Meeting	June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	1. Agenda
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Department	Council and Board
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Type	Action Procedural
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Recommended Action Motion to adopt agenda

1.1. Motion to adopt agenda

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

2. Consent Agenda

2. Consent Agenda

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

Subject	2.1. Motion to adopt the consent agenda and take the actions indicated
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Meeting	June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	2. Consent Agenda
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Department	Council and Board
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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

Subject 2.2. Location Change re: Champlain College First and Third Class Liquor Licenses

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the location change re: Champlain College First and Third Class Liquor Licenses

2.2. Location Change re: Champlain College First and Third Class Liquor Licenses

Subject 2.3. Outside Consumption Permit Expansions (July 24 and August 21): Church Street Tavern

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the outside consumption permit expansions for Church Street Tavern (July 24 and August 21)

2.3. Outside Consumption Permit Expansions (July 24 and August 21): Church Street Tavern

Subject 2.4. Outside Consumption Permit Expansions (July 10 and August 7): Halvorson's Upstreet Cafe

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the outside consumption permit expansions for Halvorson's Upstreet Cafe (July 10 and August 7)

2.4. Outside Consumption Permit Expansions (July 10 and August 7): Halvorson's Upstreet Cafe

Subject **2.5. Outside Consumption Permit Expansions (July 17 and August 14): Ken's Pizza and Pub**

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the outside consumption permit expansions for Ken's Pizza and Pub (July 17 and August 14)

2.5. Outside Consumption Permit Expansions (July 17 and August 14): Ken's Pizza and Pub

Subject **2.6. First, Third Class Liquor License and Outside Consumption Permit Renewals (2025-2026): see attached list**

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the 2025-2026 First, Third Class Liquor License and Outside Consumption Permit Renewals as listed with all standard conditions

2.6. First, Third Class Liquor License and Outside Consumption Permit Renewals (2025-2026): see attached list

3. Deliberative Agenda

3. Deliberative Agenda

Subject **3.1. First, Second and Third Class Liquor License Applications (2025-2026): AC Hotel, 130 Bank Street**

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type	Action
Recommended Action	approve the 2025-2026 First, Second and Third Class Liquor License Applications for AC Hotel, 130 Bank Street with the following conditions: contingent upon Fire Marshal Approval, all City Permits need to be closed out and with all standard conditions
3.1. First, Second and Third Class Liquor License Applications (2025-2026): AC Hotel, 130 Bank Street Motion made by Commissioner Broderick, seconded by Commissioner Bergman, to approve the motion as presented. Motion passed unanimously.	
Subject	3.2. First and Third Class Liquor License Applications (2025-2026): Bangkok Bistro in the Alley, 36 Thorsen Way
Meeting	June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	approve the 2025-2026 First and Third Class Liquor License Applications for Bangkok Bistro in the Alley, 36 Thorsen Way with the following conditions: complete record checks, contingent upon Fire Marshal Approval and with all standard conditions
3.2. First and Third Class Liquor License Applications (2025-2026): Bangkok Bistro in the Alley, 36 Thorsen Way Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to approve the motion as presented. Motion passed unanimously.	
Subject	3.3. Outside Consumption Permit Application (2025-2026): Bangkok Bistro in the Alley, 36 Thorsen Way
Meeting	June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	approve the 2025-2026 Outside Consumption Permit Application for Bangkok Bistro in the Alley, 36 Thorsen Way with the following condition: complete record checks
3.3. Outside Consumption Permit Application (2025-2026): Bangkok Bistro in the Alley, 36 Thorsen Way Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to approve the motion as presented. Motion passed unanimously.	
Subject	3.4. First and Third Class Liquor License Applications (2025-2026): Perrywinkle's, 227 Main Street

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 First and Third Class Liquor License Applications for Perrywinkle's. 227 Main Street with the following conditions: contingent upon Fire Marshal Approval and with all standard conditions

3.4. First and Third Class Liquor License Applications (2025-2026): Perrywinkle's, 227 Main Street
Motion made by Commissioner Broderick, seconded by Commissioner Bergman, to approve the motion as presented. Motion passed unanimously.

Subject 3.5. Outside Consumption Permit Application (2025-2026): Poppy Cafe & Market, 88 Oak Street

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Outside Consumption Permit Application for Poppy Cafe & Market, 88 Oak Street

3.5. Outside Consumption Permit Application (2025-2026): Poppy Cafe & Market, 88 Oak Street
Motion made by Commissioner Broderick, seconded by Commissioner Singh, to approve the motion as presented. Motion passed unanimously.

4. Adjournment

4. Adjournment

Subject 4.1. Motion to adjourn

Meeting June 16, 2025 - Local Control Commission Meeting - Monday, June 16, 2025, 7:15 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Adjournment

Department Council and Board

Type Action
Procedural

Recommended Action Motion to adjourn

4.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 8:37 pm.

Type	Action Procedural
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Recommended Action

1. Motion 1: Move that the Council find that premature general public knowledge of municipal contract negotiations would clearly place the City at a substantial disadvantage;
2. Motion 2: Based upon that finding, move that the Council go into executive session to receive confidential attorney-client communications, 1 VSA §313(a)(1)(A), regarding contracts, including representatives from the Mayor's Office, City Attorney's Office, and Department of Public Works.

2.1. Contract Update

Motion 1: Motion made by Councilor McKnight, seconded by Councilor Schachter. Motion passed unanimously.

Motion 2: Motion made by Councilor McKnight, seconded by Councilor Bergman. Motion passed unanimously.

Executive Session start time: 6:04 pm; end time: 6:44 pm.

3. Public Forum: Time Certain: 6:30 pm **See above for signup instructions**

3. Public Forum: Time Certain: 6:30 pm **See above for signup instructions**

City Council President Traverse opened Public Forum at 6:44 pm.

City Council President Traverse closed Public Forum at 7:19 pm.

Subject	3.1. Verbal Comments
Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Public Forum: Time Certain: 6:30 pm **See above for signup instructions**
Department	Council and Board
Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

3.1. Verbal Comments

First speaker: State Treasurer Mike Pieciak: Canadian Tourism

In person BTV residents:

Amy Cudney: Burlington Sister Cities
Kevin Lewis: BRV Appointee/Application
Todd DeLuca: Public Safety
Alison Seger: Burlington Airport
Andrew Viets: Senior Services in BTV
Sasha Mayo: Street Name, Etc.
Allan Walker-Hodkin: Construction
Anne Tewksbury-Frye: Financial Support

Online BTV residents:

Monika Invancic: need Citywide recycling

Sharon Bushor: Impact Fees

In person BTV property owner non BTV resident:

Jason Levinthal: Main Street Closed

In person non BTV resident:

Kelly Devine: Canada Street/Main Street/Impact Fees

Online non BTV resident:

Keren Sita: Canada

4. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)

4. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)

Subject	4.1. Verbal reports
Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)
Department	Council and Board
Type	Information

4.1. Verbal reports

5. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)

5. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)

Subject	5.1. Verbal reports
Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)
Department	Council and Board
Type	Information

5.1. Verbal reports

6. Consent Agenda

6. Consent Agenda

Motion made by Councilor Carpenter, seconded by Councilor McKnight, to adopt the consent agenda as amended and take the actions indicated. Motion passed unanimously.

Subject **6.1. Motion to adopt the consent agenda (as amended) and take the actions indicated**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Council and Board

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda (as amended) and take the actions indicated
6.1. Motion to adopt the consent agenda (as amended) and take the actions indicated

Subject **6.2. Accountability List - C/T**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication
Information

Recommended Action waive the reading, accept the communication and place it on file
6.2. Accountability List - C/T

Subject **6.3. Annual Report of the Burlington Development Review Board**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Information
Report

Recommended Action waive the reading, accept the report and place it on file
6.3. Annual Report of the Burlington Development Review Board

Subject **6.4. Annual Report of the Burlington Conservation Board**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Report

Recommended Action waive the reading, accept the report and place it on file

6.4. Annual Report of the Burlington Conservation Board

Subject 6.5. Council Table at Juneteenth Event - Central District City Councilor Melo Grant

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Council and Board

Type Action (Consent)

Recommended Action to approve the expenditure of \$250 in Council Initiative Funds to pay for a table at this year's Juneteenth event to be used for council member engagement

6.5. Council Table at Juneteenth Event - Central District City Councilor Melo Grant

Subject 6.6. Approval to Execute Master Lease - C/T

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action to approve and authorize Katherine Schad, Chief Administrative Officer, or designee to execute a Tax-Exempt Lease Purchase with Key Government Finance for the amount of \$1,524,188 with an annual payment of \$247,716 to be paid out of Water Resources, Airport and Fire Budgets within the approved Fiscal Year 2025 Budgets subject to review by the City Attorney's Office; and to authorize Katherine Schad to take such further actions and execute such further instruments approved as to form by the City Attorney's Office as may be necessary or convenient to effectuate the transactions contemplated hereby

6.6. Approval to Execute Master Lease - C/T

Subject **6.7. Special Event Outdoor Entertainment Permit Application (July - August): Party on the Bricks, 5:30 pm - 8:00 pm, Church Street Marketplace**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Church St. Marketplace

Type Action (Consent)

Recommended Action approve the special event outdoor entertainment permit application (July - August) for Party on the Bricks, 5:30 pm - 8:00 pm, Church Street Marketplace

6.7. Special Event Outdoor Entertainment Permit Application (July - August): Party on the Bricks, 5:30 pm - 8:00 pm, Church Street Marketplace

Subject **6.8. Special Outdoor Entertainment Permit Application (July 5): Burlington Odd Fellows, 1416 North Avenue, 1 pm - 7 pm**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the one day only special event outdoor entertainment permit application for Burlington Odd Fellows, 1416 North Avenue, July 5, 1 pm - 7 pm

6.8. Special Outdoor Entertainment Permit Application (July 5): Burlington Odd Fellows, 1416 North Avenue, 1 pm - 7 pm

Subject **6.9. Indoor and Outdoor Entertainment Permit Renewals (2025-2026): see attached list**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. 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

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

Subject **6.10. Department of Public Works - 200 Church - Encumbrance Permit Request**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Public Works Department

Type Action (Consent)

Recommended Action to approve the Encumbrance Application and License Agreement for the sidewalk located off, and the public sidewalk and parking stall located on the south side of South Union Street directly to the adjacent of 174 South Winooski for construction activities and equipment staging, and 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

6.10. Department of Public Works - 200 Church - Encumbrance Permit Request

Subject **6.11. planBTV Walk Bike Safety Action Plan Approval - DPW**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Public Works Department

Type Action (Consent)

Recommended Action We are respectfully requesting that the City Council approve the following motion: The City Council approves the planBTV Walk Bike Safety Action Plan, as presented and recommended (see Attachment-1).
Background

6.11. planBTV Walk Bike Safety Action Plan Approval - DPW

Subject **6.12. New North End Sidewalk Scoping Study Approval - DPW **AGENDA ITEM REMOVED PER DPW DIRECTOR SPENCER****

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Public Works Department

Type Action (Consent)

Recommended Action We are requesting the City Council approve the following motion: The City Council approves the recommended preferred alternatives for the New North End Sidewalk Scoping Study (see Attachment-1):

- Stanbury Road – Alternative 3: A concrete sidewalk behind the existing curb on the east side of the road, continuing the sidewalk from Dale Road.
- Green Acres Drive – Alternative 2: A seasonal painted pedestrian zone on the east/north side of the street, which will serve as a pilot to evaluate the potential for a future permanent sidewalk project.
- Cottage Grove/Loaldo Drive – Alternative 1: No Build.

6.12. New North End Sidewalk Scoping Study Approval - DPW **AGENDA ITEM REMOVED PER DPW DIRECTOR SPENCER**

Subject **6.13. Communication: Susan Rittenhouse, re: The Rock Point bridge construction over Bike Path**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.13. Communication: Susan Rittenhouse, re: The Rock Point bridge construction over Bike Path

Subject **6.14. Communication: Ned Ryerson, re: Ban**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.14. Communication: Ned Ryerson, re: Ban

Subject **6.15. Compassionate Action - A Vision for Change in Burlington Two Things Can Be True At Once - Businesses and Community**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.15. Compassionate Action - A Vision for Change in Burlington Two Things Can Be True At Once -
Businesses and Community

Subject 6.16. BBA Letter in Support of Downtown Resolution

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.16. BBA Letter in Support of Downtown Resolution

Subject 6.17. Annual Commission Report - BED

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Burlington Electric Department

Type Action (Consent)
Information
Report

Recommended Action waive the reading, accept the report and place it on file

6.17. Annual Commission Report - BED

Subject 6.18. Re-classification of the Housing Program Specialist in CEDO - CEDO

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Community & Economic Development Office (CEDO)

Type Action (Consent)

Recommended Action to approve and authorize the reclassification of the Housing Programs Specialist, a
regular, full-time, non-exempt, AFSCME, Grade 17 position to a regular, full-time,

non-exempt, AFSCME, Grade 18 position in the Community & Economic Development Office

6.18. Re-classification of the Housing Program Specialist in CEDO - CEDO

Subject	6.19. Early Termination of 62 Church Street (Whim Boutique) Lease - CSM
Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Church St. Marketplace
Type	Action (Consent)
Recommended Action	The Church Street Marketplace Department respectfully requests that the City Council approve the following motion: To authorize the early termination of the lease agreement with the term concluding May 31, 2025 with Paradigm RE, LCC for retail operations at 62 Church Street subject to final review and approval by the City Attorney's Office.

6.19. Early Termination of 62 Church Street (Whim Boutique) Lease - CSM

Subject	6.20. Recertification of the FY24 City of Burlington Waterfront TIF District Report to the Vermont Economic Progress Council (VEPC) - C/T
Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent)
Recommended Action	to accept the staff report

6.20. Recertification of the FY24 City of Burlington Waterfront TIF District Report to the Vermont Economic Progress Council (VEPC) - C/T

Subject	6.21. Designation of Staff to Issue Municipal Tickets - BPD
Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Police Department

Type Action (Consent)

Recommended Action to authorize Burlington Police Department to submit the attached designation form designating Lucas Nasta to the Vermont Judicial Bureau as a municipal official authorized to issue tickets for Burlington municipal code violations

6.21. Designation of Staff to Issue Municipal Tickets - BPD

Subject 6.22. Unlicensed Dogs and Wolf-Hybrids - C/T

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action to receive the communication and place it in the file

6.22. Unlicensed Dogs and Wolf-Hybrids - C/T

Subject 6.23. Request to execute a Non-Aeronautical Facility Lease Agreement with Beta Technologies for an industrial building located at 25 Customs Drive - Airport

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Airport

Type Action (Consent)

Recommended Action to authorize the Mayor of the City of Burlington to execute the Non-aeronautical Facility lease agreement, subject to final review and approval by the City Attorney's Office, and to take such further actions and execute such further instruments approved as to form by the City Attorney's Office as may be necessary or convenient to effectuate the transactions contemplated hereby

6.23. Request to execute a Non-Aeronautical Facility Lease Agreement with Beta Technologies for an industrial building located at 25 Customs Drive - Airport

Subject 6.24. FIO Documents

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication
Information

Recommended Action for information only

6.24. FIO Documents

Subject 6.25. Ordinance: An Amendment to Appendix D, Sections 1 and 4, Updating Parks Rules and Regulations (PACC)

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action (Consent)
Ordinance - First Reading

Recommended Action first reading, waive the reading, suspend the rules, and place the amendment to Appendix D of Burlington City Ordinances as detailed in the attached ordinance form in all stages of passage

6.25. Ordinance: An Amendment to Appendix D, Sections 1 and 4, Updating Parks Rules and Regulations (PACC)

Subject 6.26. Resolution: Approving The Issuance Of Grant Anticipation Notes For The Costs Of Airport Improvement Projects (Board of Finance)

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Resolution

Recommended Action waive the reading and adopt the resolution

6.26. Resolution: Approving The Issuance Of Grant Anticipation Notes For The Costs Of Airport Improvement Projects (Board of Finance)

Subject 6.27. Resolution: Authorization For Burlington Electric Department Revenue Refunding Bonds (Board of Finance)

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Burlington Electric Department

Type Action (Consent)
Resolution

Recommended Action The Burlington Electric Department ("BED") respectfully requests Board and Council approval of the attached Resolution prepared by the City's bond counsel, Paul, Frank & Collins, authorizing (1) the refunding of certain BED revenue bonds and (2) the reimbursement of up to \$5 million in capital expenditures with the proceeds of the to-be issued tax-exempt Net Zero Energy & Grid Reliability revenue bonds authorized by voters in November, 2024.

6.27. Resolution: Authorization For Burlington Electric Department Revenue Refunding Bonds (Board of Finance)

7. 2025 Board and Commission Appointments

7. 2025 Board and Commission Appointments

Motion made by Councilor McKnight, seconded by Councilor Neubieser, to approve the slate as presented for agenda items 7.1. through 7.11 minus 7.6. Motion passed unanimously.

Subject 7.1. 2025 Commission/Board Appointment Worksheet

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Council and Board

Type Action (Consent)
Communication
Information

Recommended Action waive the reading, accept the communication and place it on file

7.1. 2025 Commission/Board Appointment Worksheet

**Subject 7.2. Chittenden County Regional Planning Commission: Term Expires
06/30/27**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Andy Montroll is being re-appointed.

7.2. Chittenden County Regional Planning Commission: Term Expires 06/30/27

Subject **7.3. Chittenden County Regional Planning Commission - alternate: Term Expires 06/30/27**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Jonathan D. Chapple-Sokol is being appointed.

7.3. Chittenden County Regional Planning Commission - alternate: Term Expires 06/30/27

Subject **7.4. Church Street Marketplace Commission: Term Expires 06/30/28**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Mark Bouchett is being re-appointed.

7.4. Church Street Marketplace Commission: Term Expires 06/30/28

Subject **7.5. Church Street Marketplace Commission: Term Expires 06/30/28**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Linda Magoon is being re-appointed.

7.5. Church Street Marketplace Commission: Term Expires 06/30/28

Subject **7.6. Church Street Marketplace Commission: Term Expires 06/30/28**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Samuel Tolstoi is being re-appointed.

7.6. Church Street Marketplace Commission: Term Expires 06/30/28

Motion made by Councilor Barlow to nominate Christopher Haessly to the Church Street Marketplace Commission.

Roll call vote: Councilors Barlow, Carpenter, Litwin, McKnight, Schachter, Singh and City Council President Traverse (ayes): Councilor Kane (nay); Councilors Bergman, Broderick, Grant and Neubieser (abstentions)

Christopher Haessly was re-appointed to the Church Street Marketplace Commission.

Subject 7.7. Church Street Marketplace Commission: Term Expires 06/30/28

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action

7.7. Church Street Marketplace Commission: Term Expires 06/30/28

Subject 7.8. Fence Viewer: Term Expires 06/30/26

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Vikas Mangipudi is being re-appointed.

7.8. Fence Viewer: Term Expires 06/30/26

Subject 7.9. Fence Viewer: Term Expires 06/30/26

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Shay Totten is being re-appointed.

7.9. Fence Viewer: Term Expires 06/30/26

Subject 7.10. Fence Viewer: Term Expires 06/30/26

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Charlie Giannoni is being appointed.

7.10. Fence Viewer: Term Expires 06/30/26

Subject 7.11. Green Mountain Transit Board: Term Expires 06/30/28

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Matt Kobzik is being appointed.

7.11. Green Mountain Transit Board: Term Expires 06/30/28

Subject 7.12. Housing Board of Review: Term Expires 06/30/28

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Joshua Wronski is being re-appointed.

7.12. Housing Board of Review: Term Expires 06/30/28

Subject 7.13. Housing Board of Review: Term Expires 06/30/28

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Olivia Irene Taylor is being re-appointed.

7.13. Housing Board of Review: Term Expires 06/30/28

Subject 7.14. Housing Board of Review: Term Expires 06/30/28

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. 2025 Board and Commission Appointments

Department Clerk/Treasurer's Office

Type Action

Recommended Action Elizabeth (Betsy) McGavisk is being re-appointed.

7.14. Housing Board of Review: Term Expires 06/30/28

8. Deliberative Agenda

8. Deliberative Agenda

Subject 8.1. Resolution: Designating Church Street As "Canada Street/Rue Canada" To Welcome Canadian Visitors And Welcome Tourism (Councilors McKnight, Barlow, Litwin, Schachter, Singh, Traverse, Neubieser, Kane, Broderick, Bergman, Carpenter)(20 mins.)

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Council and Board

Type Action
Resolution

Recommended Action waive the reading and adopt the resolution

8.1. Resolution: Designating Church Street As "Canada Street/Rue Canada" To Welcome Canadian Visitors And Welcome Tourism (Councilors McKnight, Barlow, Litwin, Schachter, Singh, Traverse, Neubieser, Kane, Broderick, Bergman, Carpenter)(20 mins.)

Motion made by Councilor McKnight, seconded by Councilor Bergman, to waive the reading and adopt the resolution. Motion passed unanimously.

Subject **8.2. Resolution: Impact Fees (Board of Finance)(20 mins.)**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action
Resolution

Recommended Action waive the reading and adopt the resolution

8.2. Resolution: Impact Fees (Board of Finance)(20 mins.)

Motion made by Councilor Bergman, seconded by Councilor Barlow, to waive the reading and adopt the resolution as amended. Motion passed unanimously.

Subject **8.3. Public Hearing Regarding Setting Common Area Fees FY26**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Church St. Marketplace

Type Action
Public Hearing

Recommended Action open Public Hearing
close Public Hearing

8.3. Public Hearing Regarding Setting Common Area Fees FY26

City Council President Traverse opened the Public Hearing at 9:15 pm.

City Council President Traverse closed the Public Hearing at 9:16 pm.

Subject **8.4. Resolution: Allocation Method And Standards For Common Area Fee Formula, And Establishment Of Common Area Fees For The Church Street Marketplace For Fiscal Year 2026 (Councilor Singh)(20 mins.)**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Church St. Marketplace

Type Action
Resolution

Recommended Action waive the reading and adopt the resolution

8.4. Resolution: Allocation Method And Standards For Common Area Fee Formula, And Establishment Of Common Area Fees For The Church Street Marketplace For Fiscal Year 2026 (Councilor Singh)(20 mins.)
Motion made by Councilor Schachter, seconded by Councilor Schachter, to waive the reading and adopt the resolution. Motion passed unanimously.

Subject **8.5. Outdoor Entertainment Permit Application (2025-2026): August First, 61 Main Street**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Outdoor Entertainment Permit Application for August First, 61 Main Street with all standard conditions

8.5. Outdoor Entertainment Permit Application (2025-2026): August First, 61 Main Street
Motion made by Councilor Broderick, seconded by Councilor Grant, to approve the 2025-2026 Outdoor Entertainment Permit Application for August First, 61 Main Street with all standard conditions. Motion passed unanimously. Councilor Bergman was not at the table.

Subject **8.6. Tobacco License Application (2025-2026): Bangkok Bistro in the Alley**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Tobacco License Application for Bangkok Bistro in the Alley

8.6. Tobacco License Application (2025-2026): Bangkok Bistro in the Alley
Motion made by Councilor Broderick, seconded by Councilor Schachter, to approve the 2025-2026 Tobacco License Application for Bangkok Bistro in the Alley. Motion passed unanimously.

Subject **8.7. Tobacco License and Tobacco Substitute Endorsement License Applications (2025-2026): Citizen Cider**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Tobacco License and Tobacco Substitute Endorsement License Applications for Citizen Cider

8.7. Tobacco License and Tobacco Substitute Endorsement License Applications (2025-2026): Citizen Cider
Motion made by Councilor Broderick, seconded by Councilor Neubieser, to approve the 2025-2026 Tobacco License and Tobacco Substitute Endorsement License Applications for Citizen Cider,
Motion passed 11:1 roll call vote: Ayes: Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Kane, McKnight, Neubieser, Schachter, Singh and City Council President Traverse; Nay: Councilor Litwin.

Subject **8.8. Ordinance: Water Resources Affordability Rate Setting (DPW-Water Resources)(15 mins.)**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Public Works Department - Water Resources

Type Action
Ordinance - First Reading

Recommended Action 1. To waive and approve the first reading of the proposed ordinance regarding Water Resources affordability enhancements and to suspend the rules (2/3 vote) to refer the ordinance to the Transportation, Utilities and Energy Committee (TEUC) in lieu of the Ordinance Committee.
2. To refer to the proposed policy regarding Water Resources affordability enhancements to the TEUC.

8.8. Ordinance: Water Resources Affordability Rate Setting (DPW-Water Resources)(15 mins.)

Motion 1: Motion made by Councilor Barlow, seconded by Councilor Bergman, to approve the motion as presented. Motion passed unanimously.

Motion 2: Motion made by Councilor Barlow, seconded by Councilor McKnight, to approve the motion as presented. Motion passed unanimously.

Subject **8.9. FY26 Budget Memo Update - Mayor and CAO (25 mins.)**

Meeting June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 8. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Communication
Information
Discussion

8.9. FY26 Budget Memo Update - Mayor and CAO (25 mins.)

Mayor Mulvaney-Stanak, City Assessor Turner and CAO Schad spoke to this agenda item.

9. Committee Reports

9. Committee Reports

Subject **9.1. Verbal reports**

Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	9. Committee Reports
Department	Council and Board
Type	Information

9.1. Verbal reports

10. City Council President - Council Updates (up to 5 mins.)

10. City Council President - Council Updates (up to 5 mins.)

Subject	10.1. Verbal reports
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Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	10. City Council President - Council Updates (up to 5 mins.)
Department	Council and Board
Type	Information

10.1. Verbal reports

11. Adjournment

11. Adjournment

Subject	11.1. Motion to adjourn
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Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	11. Adjournment
Department	Council and Board
Type	Action Procedural

Recommended Action Motion to adjourn

11.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 10:32 pm.

12. Informational and Non-Discrimination Statements

12. Informational and Non-Discrimination Statements

Subject	12.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities
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who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.

Meeting	June 16, 2025 - Regular City Council Meeting - Monday, June 16, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	12. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

12.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.



**BURLINGTON LOCAL CONTROL COMMISSION
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
June 23, 2025**

1. Agenda

1. Agenda

City Council President Traverse convened the meeting at 7:28 pm.

Members present: Commissioners Barlow, Bergman, Broderick, Carpenter, Grant, Kane, McKnight, Neubieser, Schachter, SIngh and City Council President Traverse (all in person); Commissioner Litwin (online); Mayor Mulvaney-Stanak.

Others present: COS Jacobsen, City Attorney Brown, CAO Schad and Lori Olberg

Subject	1.1. Motion to adopt agenda
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Meeting	June 23, 2025 - Local Control Commission Meeting - Monday, June 23, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	1. Agenda
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Department	Council and Board
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Type	Action Procedural
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Recommended Action	Motion to adopt agenda
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1.1. Motion to adopt agenda

Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to adopt the agenda as presented. Motion passed unanimously.

2. Consent Agenda

2. Consent Agenda

Motion made by Commissioner Broderick, seconded by Commissioner Schachter, to adopt the consent agenda as presented. Motion passed unanimously.

Subject	2.1. Motion to adopt the consent agenda and take the action indicated
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Meeting	June 23, 2025 - Local Control Commission Meeting - Monday, June 23, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	2. Consent Agenda
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Department	Council and Board
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Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda and take the action indicated

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

Subject 2.2. Outside Consumption Permit Location Change: Venetian Soda Lounge

Meeting June 23, 2025 - Local Control Commission Meeting - Monday, June 23, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 2. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)

Recommended Action approve the outside consumption permit location change for Venetian Soda Lounge

2.2. Outside Consumption Permit Location Change: Venetian Soda Lounge

3. Adjournment

3. Adjournment

Subject 3.1. Motion to adjourn

Meeting June 23, 2025 - Local Control Commission Meeting - Monday, June 23, 2025, 7:30 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Adjournment

Department Council and Board

Type Action
Procedural

Recommended Action Motion to adjourn

3.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 7:29 pm.

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Executive Sessions
Department	Council and Board
Type	Action Procedural
Recommended Action	<u>Updated Motion Language:</u> Motion 1: Move that the Council find that premature general public knowledge of municipal contract negotiations regarding the Great Streets Main Street project would clearly place the City at a substantial disadvantage. Motion 2: Based upon that finding, move that the Council go into executive session to receive confidential communications regarding these contracts, 1 VSA §313(a)(1)(A), including representatives from the Mayor's Office, City Attorney's Office, Department of Public Works, and CEDO. Motion 3: Move that the Council go into executive session to receive confidential communications regarding the negotiating or securing of real estate options related to the McNeil Plant, 1 VSA §313(a)(2) <u>Original Motion Language:</u> Motion 1: Move that the Council find that premature general public knowledge of municipal contract negotiations regarding the Great Streets Main Street project and Burlington Square project, would clearly place the City at a substantial disadvantage. Motion 2: Based upon that finding, move that the Council go into executive session to receive confidential communications regarding these contracts, 1 VSA §313(a)(1)(A), including representatives from the Mayor's Office, City Attorney's Office and any outside legal counsel, Department of Public Works, and CEDO. Motion 3: Move that the Council go into executive session to receive confidential communications regarding the negotiating or securing of real estate options related to the McNeil Plant, 1 VSA §313(a)(2). 2.1. (1) Re: Great Streets Main Street Contract Negotiations; (2) Re: Burlington Square Contract Negotiations; and (3) Re: McNeil Commercial Negotiations (15 mins.each) Motion 1 no longer needed. Motion 2: Motion made by Councilor McKnight, seconded by Councilor Neubieser, to approve the motion as presented. Motion passed unanimously. Motion 3: Motion made by Councilor McKnight, seconded by Councilor Schachter, to approve the motion as presented. Motion passed unanimously. Motion made by Councilor McKnight, seconded by Councilor Broderick, to go into Executive Session. Motion passed unanimously. ES began at 6:13 pm. ES convened at 6:54 pm.

3. Public Forum: Time Certain: 6:45 pm **See above for signup instructions**

3. Public Forum: Time Certain: 6:45 pm **See above for signup instructions**

City Council President Traverse opened Public Forum at 6:54 pm.
City Council President Traverse closed Public Forum at 7:12 pm.

Subject **3.1. Verbal Comments**

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Public Forum: Time Certain: 6:45 pm **See above for signup instructions**
Department	Council and Board
Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

3.1. Verbal Comments

BTV residents (in person):

Todd DeLuca: public safety

David Call: justice justice

Andrea Viets: failing aging people/services for older adults

Allan Hodkin Walker: Main Street construction

BTV resident (online):

Sharon Bushor: CityPlace/Great Streets

Non BTV residents: (in person):

Kelly Devine: Gross Receipts/Main Street

Keren Sita: justice for Brian Pine/no energy in the City/people want tradition

4. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)

4. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)

Subject 4.1. Verbal reports

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. Mayor - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 10 mins.)
Department	Council and Board
Type	Information

4.1. Verbal reports

5. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)

5. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)

Subject 5.1. Verbal reports

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	5. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)
Department	Council and Board
Type	Information

5.1. Verbal reports

6. Consent Agenda

6. Consent Agenda

Motion made by Councilor Bergman, seconded by Councilor Barlow, to adopt the consent agenda as amended and take the actions indicated. Councilor Neubieser was not at the table to vote.

Subject **6.1. Motion to adopt the consent agenda (as amended) and take the actions indicated**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Council and Board

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda (as amended) and take the actions indicated

6.1. Motion to adopt the consent agenda (as amended) and take the actions indicated

Subject **6.2. Accountability List - C/T**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication
Information

Recommended Action waive the reading, accept the communication and place it on file

6.2. Accountability List - C/T

Subject **6.3. Communication: Amy Wright, re: thanking Brian Pine**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.3. Communication: Amy Wright, re: thanking Brian Pine

Subject 6.4. Communication: Michael Abajian, re: To the City Council

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.4. Communication: Michael Abajian, re: To the City Council

Subject 6.5. Communication: Renny Devine, re: Church St

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.5. Communication: Renny Devine, re: Church St

Subject 6.6. Conservation Legacy Fund Request - Winooski Valley Park District (WVPD) - BPRW

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action (Consent)

Recommended Action to approve and authorize the use of the Conservation Legacy Fund for a grant to the Winooski Valley Park District in the amount of \$13,000 for the design/engineering of shoreline erosion mitigation at Derway Cove and Mayes Landing, and to further authorize the Director of Parks, Recreation, and Waterfront to execute a grant agreement memorializing the terms and conditions of the Legacy Fund grant, subject to the review and approval as to form by the City Attorney's Office

6.6. Conservation Legacy Fund Request - Winooski Valley Park District (WVPD) - BPRW

Subject 6.7. Request for City Council Initiative Funds for Memorial Auditorium Beautification - BCA

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department City Arts

Type Action (Consent)

Recommended Action **Updated Motion Language:**

After consideration of City Council Initiative Funds appropriated for the City Council's "Canada Street" resolution on June 16, 2025 and the Arts So Wonderful Juneteenth Mural on June 23, 2025, approve the remainder of City Council Initiative Funds in FY25 for use on Memorial Auditorium Beautification and authorize CAO to effectuate any budget amendments needed.

Original Motion Language:

to approve the use of \$14,000 from the City Council Initiative Fund for Memorial Auditorium Beautification and authorize CAO to effectuate any budget amendments needed

6.7. Request for City Council Initiative Funds for Memorial Auditorium Beautification - BCA

Subject 6.8. FY25 DPW Commission Annual Report

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Public Works Department

Type Action (Consent)
Information
Report

Recommended Action waive the reading, accept the report and place it on file

6.8. FY25 DPW Commission Annual Report

Subject **6.9. Communication: Catherine Z. Davis, President & CEO, Lake Champlain Chamber, re: Impact fees and Gross Receipts**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.9. Communication: Catherine Z. Davis, President & CEO, Lake Champlain Chamber, re: Impact fees and Gross Receipts

Subject **6.10. DPW - Technical Services Reorganization**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Public Works Department

Type Action (Consent)

Recommended Action To approve the:
☐ Elimination of the vacant Senior Public Works Engineer position, a Regular, Full-time, Exempt, Non-Union, Grade 22 role in the Technical Services Division of the Department of Public Works.
☐ Creation of a Public Works Transportation Engineer position, a Regular, Full-time, Exempt, Non-Union, Grade 21 role in the Technical Services Division of the Department of Public Works.
☐ Retitling of the Senior Planner position and associated job description updates, a Regular, Full-time, Exempt, Non-Union, Grade 22 role, to Senior Transportation Engineer & Planner a Regular, Full-time, Exempt, Non-Union, Grade 22 role in the Technical Services Division of the Department of Public Works.

6.10. DPW - Technical Services Reorganization

Subject **6.11. New North End Sidewalk Scoping Report Approval - DPW **AGENDA ITEM REMOVED PER CITY ENGINEER LAURA WHEELock****

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Public Works Department

Type Action (Consent)

Recommended Action to approve the recommended preferred alternatives for the New North End Sidewalk Scoping Study, as outlined in the staff report

6.11. New North End Sidewalk Scoping Report Approval - DPW ****AGENDA ITEM REMOVED PER CITY ENGINEER LAURA WHEELOCK****

Subject **6.12. Communication: Vrenia Ivonoffski, re: Naming Church Street**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.12. Communication: Vrenia Ivonoffski, re: Naming Church Street

Subject **6.13. Communication: Natalie Jacobs, re: Road Work**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.13. Communication: Natalie Jacobs, re: Road Work

Subject **6.14. Communication: Shannon Watson, re: Temporary renaming of Church St.**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

6.14. Communication: Shannon Watson, re: Temporary renaming of Church St.

Subject **6.15. Council Initiative Funds Request re: Arts So Wonderful and its Juneteenth mural**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Council and Board

Type Action (Consent)

Recommended Action approve \$869.32 in Council Initiative Funds for Arts So Wonderful and its Juneteenth mural

6.15. Council Initiative Funds Request re: Arts So Wonderful and its Juneteenth mural

Subject **6.16. Communication: Shelagh Hooton, re: Renaming Church Street to Canada Street temporarily**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Communication
Action (Consent)

Recommended Action waive the reading and place the communication on file

6.16. Communication: Shelagh Hooton, re: Renaming Church Street to Canada Street temporarily

Subject **6.17. FIO Documents**

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Communication
Information

Recommended Action for information only

6.17. FIO Documents

Subject **6.18. Ordinance: Prohibiting Indecent Exposure (Councilor Traverse) **NOW DELIBERATIVE AGENDA ITEM 7.6****

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Council and Board

Type Action (Consent)
Ordinance - First Reading

Recommended Action waive the first reading and refer to the Ordinance Committee

6.18. Ordinance: Prohibiting Indecent Exposure (Councilor Traverse) ****NOW DELIBERATIVE AGENDA ITEM 7.6****

Subject 6.19. Ordinance: Gross Receipts Tax (Councilor Traverse)

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Council and Board

Type Action (Consent)

Recommended Action waive the first reading, suspend the rule requiring referral to the Ordinance Committee, and schedule for a second reading on July 14

6.19. Ordinance: Gross Receipts Tax (Councilor Traverse)

Subject 6.20. Resolution: Approving Obtaining Standby Letter(s) Of Credit For The City's Workers' Compensation Program (Board of Finance)

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
Resolution

Recommended Action waive the reading and to approve the attached resolution

6.20. Resolution: Approving Obtaining Standby Letter(s) Of Credit For The City's Workers' Compensation Program (Board of Finance)

Subject 6.21. Resolution: Authorization For Up To \$2,192,700 Step II Loan From Vermont Clean Water State Revolving Fund And For Amended Engineering Contract With Wright Pierce For Up To \$2,192,700 For Main Wastewater Plant Improvements (Stage 1) (Board of Finance)

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Public Works Department - Water Resources
Type	Action (Consent) Resolution
Recommended Action	to waive the reading and adopt the attached resolution authorizing a Step II \$2,192,700 amended loan from the Vermont Clean Water State Revolving fund and a \$2,192,700 amended contract with Wright-Pierce for the Stage 1 Main Wastewater Plant Improvements project as more specifically set forth in the attached resolution

6.21. Resolution: Authorization For Up To \$2,192,700 Step II Loan From Vermont Clean Water State Revolving Fund And For Amended Engineering Contract With Wright Pierce For Up To \$2,192,700 For Main Wastewater Plant Improvements (Stage 1) (Board of Finance)

Subject 6.22. Resolution: Authorization To Accept The Dedication In Fee Of A Portion Of Ledgewood Circle (Board of Finance)

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Public Works Department
Type	Action (Consent) Resolution
Recommended Action	to approve and recommend that the City Council waive the reading and approve the resolution accepting the street segment known as Ledgewood Circle, as shown in Ex D, subject to review and approval by the City Attorney's Office of any instruments required to effectuate the transactions contemplated hereby

6.22. Resolution: Authorization To Accept The Dedication In Fee Of A Portion Of Ledgewood Circle (Board of Finance)

Subject 6.23. Reclassification and retitling of Assistant Director of Community Works - BWD

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Consent Agenda
Department	Business and Workforce Development
Type	Action (Consent)

Recommended Action to approve the retitling of the Assistant Director for Community Works to Real Estate Development Manager and to reclassify this position from grade 26 down to grade 23

6.23. Reclassification and retitling of Assistant Director of Community Works - BWD

Subject 6.24. Resolution: Release Of Certain Glebe And Perpetual Lease-Land Interests And Revision Of The City Of Burlington Perpetual Lease Land Interests List (Councilor Traverse)

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 6. Consent Agenda

Department Council and Board

Type Action (Consent)
Resolution

Recommended Action waive the reading and adopt the resolution

6.24. Resolution: Release Of Certain Glebe And Perpetual Lease-Land Interests And Revision Of The City Of Burlington Perpetual Lease Land Interests List (Councilor Traverse)

7. Deliberative Agenda

7. Deliberative Agenda

Subject 7.1. Indoor Entertainment Permit Application (2025-2026): Devil Takes A Holiday

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action

Recommended Action approve the 2025-2026 Indoor Entertainment Permit Application for Devil Takes A Holiday with all standard conditions

7.1. Indoor Entertainment Permit Application (2025-2026): Devil Takes A Holiday
Motion made by Councilor Broderick, seconded by Councilor Schachter, to approve the motion as presented. Motion passed unanimously.

Subject 7.2. Public Hearing: Community Development Block Grant and HOME Investment Partnerships Proposed Allocations for the 2025 Action Plan for Housing & Community Development - CEDO

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department Community & Economic Development Office (CEDO)

Type Action
Public Hearing

Recommended Action open the Public Hearing
close the Public Hearing

7.2. Public Hearing: Community Development Block Grant and HOME Investment Partnerships Proposed Allocations for the 2025 Action Plan for Housing & Community Development - CEDO
Christine Curtis spoke to this agenda item. Kara Alnasrawi was seated next to her.

City Council President Traverse opened the Public Hearing at 7:45 pm.

Online speakers:

Sharon Bushor
Kirsten Merriman Shapiro

City Council President Traverse closed the Public Hearing at 7:47 pm.

Subject 7.3. City Place ARDA 2.0 Amendment - BWD (20 mins.)

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department Business and Workforce Development

Type Action

Recommended Action To approve the amendments to the ARDA and authorize the Mayor of the City of Burlington to execute the Third (3rd) amendment to the CityPlace Second (2nd) Amended and Restated Development Agreement (ARDA 2.0) between the City of Burlington and Cityplace Partners LLC subject to the review and approval of the documents by the City Attorney's Office.

7.3. City Place ARDA 2.0 Amendment - BWD (20 mins.)

Kara Alnaswari spoke to this agenda item.

Motion made by Councilor Barlow, seconded by Councilor Bergman, to approve the motion as presented. Motion passed unanimously.

Subject 7.4. FY26 Budget Update - Mayor and CAO

Meeting June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM,
Contois Auditorium, 149 Church Street, 2nd Floor

Category 7. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Information

7.4. FY26 Budget Update - Mayor and CAO

Mayor Mulvaney-Stanak and CAO Schad spoke to this agenda item.

Subject	7.5. Great Streets Main Street - Traffic Mitigation - DPW (30 mins.)
Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Deliberative Agenda
Department	Public Works Department
Type	Information Discussion Action
Recommended Action	Alternative Motion: Option 1: Stay the Course 1. In regards to the City Council's Resolution in Support of Local Businesses and a Vibrate, Welcoming, Safe Downtown, adopted as amended on 5/19/25, the City Council does not accept the proposal from S.D. Ireland Brothers Corporation for any traffic control changes and will continue to follow the as executed construction documents. Recommended Motion: Option 2: Two-Way Traffic Open Nights & Weekends 1. To authorize the Director of Public Works to execute an amendment to the contract with S.D. Ireland Brothers Corporation in the amount of \$600,000, bringing the total contract value up to \$27,143,720.62. This will be funded with one of the new funding sources noted in the memo rather than the previously authorized project contingency (which consists of \$2,628,795.83, made up by TIF and \$32,541 of Wastewater Capital). This will bring the total authorized amount to \$29,772,516.45 for the Great Streets Main Street project. 2. To authorize the Chief Administrative Officer, or their designee, to effect all necessary budget amendments and transfers of funds to and from the above-referenced funding sources as needed to pay the above-referenced project expenses and Overall Project Budgets, in substantial conformance with the attached budget transfer request.

7.5. Great Streets Main Street - Traffic Mitigation - DPW (30 mins.)

Motion made by Councilor McKnight, seconded by Councilor Barlow, to approve the motion as amended per Councilor Bergman:

Option 2: Two-Way Traffic Open Nights & Weekends

1. To authorize the Director of Public Works to execute an amendment to the contract with S.D.Ireland Brothers Corporation in the amount of \$600,000, bringing the total contract value up to \$27,143,720.62. This will be funded with one of the new funding sources noted in the memo rather than the previously authorized project contingency (which consists of \$2,628,795.83, made up by TIF and \$32,541 of Wastewater Capital). This will bring the Total authorized amount to \$29,772,516.45 for the Great Streets Main Street project.
2. To authorize the Chief Administrative Officer, or their designee, to effect all necessary budget amendments and transfers of funds to and from the Bond Investment Earnings above-referenced funding sources as needed to pay the above-referenced project expenses and Overall Project Budgets, in substantial conformance with the attached budget transfer request.

Motion passed: roll call vote: (ayes) Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Litwin, McKnight, Neubieser, Schachter, Singh and City Council President Traverse; (nay): Councilor Kane.

Subject	7.6. Ordinance: Prohibiting Indecent Exposure (Councilor Traverse) *was consent agenda item 6.18*
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Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	7. Deliberative Agenda
Department	Council and Board
Type	Action Ordinance - First Reading

Recommended Action waive the first reading and refer to the Ordinance Committee

7.6. Ordinance: Prohibiting Indecent Exposure (Councilor Traverse) ***was consent agenda item 6.18***
 Motion made by Councilor Barlow, seconded by Councilor Neubieser, to approve the motion as presented. Motion passed unanimously.

8. Committee Reports

8. Committee Reports

Subject 8.1. Verbal reports

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	8. Committee Reports
Department	Council and Board
Type	Information

8.1. Verbal reports

9. City Council President - Council Updates (up to 5 mins.)

9. City Council President - Council Updates (up to 5 mins.)

Subject 9.1. Verbal reports

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	9. City Council President - Council Updates (up to 5 mins.)
Department	Council and Board
Type	Information

9.1. Verbal reports

10. Adjournment

10. Adjournment

Subject 10.1. Motion to adjourn

Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	10. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn
10.1. Motion to adjourn	
City Council President Traverse adjourned the meeting at 9:24 pm.	

11. Informational and Non-Discrimination Statements

11. Informational and Non-Discrimination Statements

Subject	11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.
Meeting	June 23, 2025 - Regular City Council Meeting - Monday, June 23, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	11. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.



BURLINGTON CITY COUNCIL
SPECIAL CITY COUNCIL MEETING, CONTOIS AUDITORIUM, 149 CHURCH STREET,
2ND FLOOR
MINUTES OF MEETING
June 25, 2025

1. Agenda

1. Agenda

City Council President Traverse convened the meeting at 6:15 pm.

Members present: Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Kane, Litwin, McKnight, Schachter, Singh and City Council President Traverse (all in person); Councilor Neubieser (online)

Others present: City Attorney Brown, COS Jacobsen, CAO Schad, Lori Olberg and Keaton Knowles

Subject	1.1. Motion to adopt agenda
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Meeting	June 25, 2025 - Special City Council Meeting - Wednesday, June 25, 2025, 6:00 PM, Special City Council Meeting, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	1. Agenda
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Department	Council and Board
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Type	Action Procedural
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Recommended Action	Motion to adopt agenda
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1.1. Motion to adopt agenda

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

2. Public Forum: Time Certain: 6:00 pm **See above for signup instructions**

2. Public Forum: Time Certain: 6:00 pm **See above for signup instructions**

City Council President Traverse opened the Public Forum at 6:16 pm.

City Council President Traverse closed the Public Forum at 6:27 pm.

Subject	2.1. Verbal Comments
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Meeting	June 25, 2025 - Special City Council Meeting - Wednesday, June 25, 2025, 6:00 PM, Special City Council Meeting, Contois Auditorium, 149 Church Street, 2nd Floor
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Category	2. Public Forum: Time Certain: 6:00 pm **See above for signup instructions**
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Department	Council and Board
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Type Action
 Procedural

Recommended Action open Public Forum
 close Public Forum

2.1. Verbal Comments

BTV residents (in person):

Andrea Viets: Heineberg Senior Center; appreciative of the funds; services for seniors

Brenda Torpy: appreciation of Brian Pine's service

Non BTV residents (online):

Anthea Dexter Cooper: city budget/thank you

Keren Sita: money

3. Deliberative Agenda

3. Deliberative Agenda

Subject 3.1. Resolution: Annual Appropriation And Budget For Fiscal Year Beginning July 1, 2025, And Ending June 30, 2026 (Mayor Mulvaney-Stanak; Board of Finance)(30 mins.)

Meeting June 25, 2025 - Special City Council Meeting - Wednesday, June 25, 2025, 6:00 PM, Special City Council Meeting, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action
 Resolution

Recommended Action waive the reading and adopt the resolution

3.1. Resolution: Annual Appropriation And Budget For Fiscal Year Beginning July 1, 2025, And Ending June 30, 2026 (Mayor Mulvaney-Stanak; Board of Finance)(30 mins.)

Motion made by Councilor Bergman, seconded by Councilor McKnight, to waive the reading and adopt the resolution. Motion passed unanimously.

****Proposed Amendment made by Councilor Neubieser, seconded by Councilor Bergman:**

to strike the \$100,000 allocated to the Visiting Nurse Association - aka HHH under the UVM Health Network, and reallocate \$10,000 of those funds toward the Turning Point Center of Vermont, and \$90,000 to be given to allocated toward the City's Housing Trust Fund. (For reference the 100k allocation is located on page 23 of the attachment entitled "A - Total General Fund Budget" under item 3.1 on the agenda)

Motion failed: Roll call vote: (Aye): Councilor Neubieser; (Nays): Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Kane, Litwin, McKnight, Schacter, Singh; City Council President Traverse (recusal)

****Proposed Amendment made by Councilor Litwin, seconded by Councilor Singh:**

move to amend the budget to reallocate \$7,500 from the line item for Howard Center Street Outreach to Turning Point in the same amount

Motion failed: (Aye): Councilor Litwin; (Nays): Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Kane, McKnight, Schachter, Singh and City Council President Traverse; (Absent) Councilor Neubieser

Subject 3.2. Resolution: Annual Tax Assessments On The Property Grand List Of The City For The Fiscal Year Beginning July 1, 2025 And Ending June 30, 2026 (Mayor Mulvaney-Stanak; Board of Finance)(15 mins.)

Meeting June 25, 2025 - Special City Council Meeting - Wednesday, June 25, 2025, 6:00 PM, Special City Council Meeting, Contois Auditorium, 149 Church Street, 2nd Floor

Category 3. Deliberative Agenda

Department Clerk/Treasurer's Office

Type Action
Resolution

Recommended Action waive the reading and adopt the resolution

3.2. Resolution: Annual Tax Assessments On The Property Grand List Of The City For The Fiscal Year Beginning July 1, 2025 And Ending June 30, 2026 (Mayor Mulvaney-Stanak; Board of Finance)(15 mins.) Motion made by Councilor Bergman, seconded by Councilor Barlow, to waive the reading and adopt the resolution. Motion passed unanimously. Councilor Neubieser absent for the vote.

4. Adjournment

4. Adjournment

Subject 4.1. Motion to adjourn

Meeting June 25, 2025 - Special City Council Meeting - Wednesday, June 25, 2025, 6:00 PM, Special City Council Meeting, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Adjournment

Department Council and Board

Type Action
Procedural

Recommended Action Motion to adjourn

4.1. Motion to adjourn

City Council President Traverse adjourned the meeting at 8:01 pm.

5. Informational and Non-Discrimination Statements

5. Informational and Non-Discrimination Statements

Subject 5.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.

Meeting	June 25, 2025 - Special City Council Meeting - Wednesday, June 25, 2025, 6:00 PM, Special City Council Meeting, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

5.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.

BURLINGTON CITY ARTS

MEMORANDUM

TO: City of Burlington, City Council

FROM: Doreen Kraft, Director, Burlington City Arts

CC: Sophie Sauvé, Burlington Parks Recreation and Waterfront
Colin Storrs, Public Art and Grants Program Manager

DATE: 7/14/25

SUBJECT: Authorization to Deaccession the Work of Public Art *Chief Greylock*.

REQUEST

Burlington City Arts (BCA), seeks City Council authorization to deaccession the work of public art, *Chief Greylock*.

EXECUTIVE SUMMARY

Background:

In 1984, Peter Wolf Toth approached the City of Burlington and proposed to complete a sculpture as part of his Whispering Giant series, where he carved Indigenous figures in each of the 50 states to honor oppressed peoples. Having fled the Soviet occupation of Hungary, he identified with their struggles. In 1987, he completed what would later be known as *Chief Greylock* in Battery Park. The work was named and embraced by the Abenaki community but was neither created by nor representative of the Indigenous people of Vermont.

After 40 years of exposure to the elements, the sculpture has sustained significant degradation. In 2019, the 6–8-foot-tall feather atop the statue was deemed a hazard and fell after being fenced off for public safety.

In Fall 2024, BCA contracted Tree Works to complete a formal condition assessment. The resulting report identified the sculpture as a public safety risk and recommended its removal. Subsequently, BCA consulted the City Attorney’s Office to confirm appropriate next steps.

BCA notified the artist of the assessment findings and the City’s intent to remove the sculpture for public safety reasons. The artist expressed a desire to reclaim ownership of the work with the understanding that he would be responsible for its removal. Mr. Toth has been provided with a deadline of July 18, 2025—more than 100 days from notification—

to complete the deinstallation. Should the artist be unable to meet this deadline, the City will proceed with removal to protect public safety and maintain project timelines.

In parallel, BCA consulted with Chief Gagne and the Missisquoi Abenaki Tribal Council, who supported the sculpture's removal on safety grounds. The Abenaki community further advocated for replacing *Chief Greylock* with a new artwork they had previously commissioned, preserving the cultural significance of the site and affirming Abenaki presence in the community.

The City will facilitate the permitting for the deinstallation of the work and ensure that the artist provides the proper insurance coverage in the deaccession agreement. In the event that the artist is not able to remove the work, the City will hire and pay for the removal of the work.

Project Funding:

If required, the costs for deinstallation will be covered by the 807 Art-Public Art-Commissioning - 807 Art, Public Art 1%, Restricted Funds (unallocated). Quotes obtained range from \$750 - \$2,500. The funds will only be expended if the artist is unable to complete the deinstallation within the timeframe provided.

Department Contact:

If you have any questions, please contact Colin Storrs at cstorrs@burlingtoncityarts.org or (802) 540-8376.

ATTACHMENT

- A. Greylock Deaccession Report
- B. Memo Regarding: The Deaccessioning of the Chief Greylock wood carving Date 2/4/25
- C. Public Art Committee Recommendation to Deaccession Chief Greylock Date March 13 2025
- D. BCA Board of Advisors Recommendation to Deaccession Chief Greylock Date March 18 2025

MOTION

Burlington City Arts (BCA) respectfully requests City Council approve the following motion:

“To approve and authorize the Director of BCA to complete the deaccession of the work of public art; Chief Greylock and to execute all necessary documents thereto upon final review and approval of the City Attorney’s Office.”

Thank you for your continued support.

Deaccession Report for Chief Greylock, Battery Park

Summary: In 1984, Peter Wolf Toth approached the City of Burlington and proposed to complete a sculpture as part of his Whispering Giant series, where he carved Indigenous figures in each of the 50 states to honor oppressed peoples. Having fled the Soviet occupation of Hungary, he identified with their struggles. In 1987, he completed what would later be known as Chief Greylock in Battery Park. The work was named and embraced by the Abenaki community but was neither created by nor representative of the Indigenous people of Vermont.

After 40 years of exposure to the elements, Burlington City Arts (BCA) commissioned Tree Works to conduct a condition assessment, which concluded that the entire sculpture was a public safety risk and recommended removal.

1. City Attorney's Opinion:

The City Attorney has been consulted regarding any legal restrictions on the removal of Chief Greylock. Assistant City Attorney Emmett Wood provided an opinion stating that the deaccessioning of Chief Greylock is legally permissible under the City's Art in Public Places policy, which is attached at the end of this document. While the Federal Visual Artists Rights Act of 1990 (VARA) could be relevant, Mr. Toth gifted the sculpture to the City without an official contract or retained ownership rights, making its applicability uncertain. The City's Art in Public Places policy clearly allows for deaccessioning due to deterioration and public safety concerns, which are present in this case. BCA must attempt to contact Mr. Toth to offer him the option to reclaim the piece before proceeding with removal, which is underway and the artist has been informed but has not responded with a decision.

2. Rationale:

Over 40 years of exposure have led to significant degradation, culminating in the collapse of the feather element in 2019. A 2024 condition assessment by Tree Works determined that the structure poses a public safety risk and recommended its removal. Deaccessioning this work aligns with BCA's commitment to safety, preservation, and cultural representation.

Chief Greylock was created by Peter Wolf Toth in 1987 as part of his Whispering Giant series, intended to honor Indigenous peoples. While embraced by the Abenaki community, the sculpture was not created by an Indigenous artist from Vermont and does not represent local tribal traditions. Prompting the City to recommend deaccession over an expensive restoration process.

Additionally, the Abenaki Nation of Missisquoi has commissioned a new artwork by Indigenous artist Brandon Wilson to replace Chief Greylock, ensuring continued representation of Indigenous culture in Battery Park.

3. Community Opinion:

Following the receipt of the condition report, representatives from the City met with the Abenaki Nation of Missisquoi on January 23, 2025, to discuss the recommendation for removal. The representatives supported the decision and advocated for the installation of their commissioned artwork in its place. It was stated that while the Abenaki community does not hold particular value in the current Chief Greylock sculpture as an object, they place considerable value in the

public space that it occupies. They have strongly requested that a replacement piece be installed to continue that symbolic public recognition of Indigenous presence and history.

Further discussions directly with Chief Brenda Gagne reaffirmed support for the removal and introduced the recommendation that Chief Greylock be burned as a means of returning the material to the earth, contingent upon environmental safety considerations.

On February 20, 2025, BCA and BPRW presented the project at the Abenaki Nation of Missisquoi Tribal Council Meeting. The Council expressed approval of the process and confirmed their recommendation that the new commissioned work replace Chief Greylock. Ongoing updates will be provided to the Council throughout the deaccessioning process.

As per the Art in Public Places Guidelines, the review and approval of the deaccessioning process will proceed to the BCA Public Art Committee. They will review the proposal and make a written recommendation to the BCA Board of Advisors on March 13, 2025. The BCA Board of Advisors will review the proposal and make a final recommendation to the Executive Director of BCA on March 18 2025. BCA will bring the proposal to City Council for final approval for deaccessioning at a future scheduled meeting.

4. Independent Appraisal or Documentation of Value:

Given the sculpture's deteriorated condition, it is difficult to assess a remaining market value. The original work was donated and was not assigned a formal valuation at the time of acquisition.

5. Related Professional Opinions:

Bob Hannum, the Vermont State Art Conservator, provided consultation in 2022 and presented two options for stabilizing the work: Option 1 would cost an estimated \$10,000 per year to treat the work with biocide annually. Due to the existing degradation, this option could not guarantee an extension of the sculpture's life. Option 2 was estimated to start at \$100,000 and involved installing a steel framework within the sculpture and replacing missing facial features with new carvings to restore the original appearance. Neither option was pursued by BPRW and BCA due to cost and the uncertain long-term stability of the piece.

Tree Works, an independent arborist and tree care firm, conducted an assessment in fall 2024 and determined that Chief Greylock is structurally unsound and a public safety risk. The City placed a fence around the piece to protect the public.

6. History:

- **Public Debate & Correspondence:** The sculpture's condition has been a subject of discussion since the feather collapsed in 2019. Public meetings and consultations with Indigenous representatives have guided the removal process.
- **Original Acquisition & Purchase Price:** Chief Greylock was donated to the City by Peter Wolf Toth in 1987 as part of his nationwide project, Whispering Giants.
- **Options for Disposition:**

- o If deemed environmentally safe, the sculpture will be burned in accordance with Abenaki cultural traditions.
 - o If burning is not feasible due to chemical treatments in the wood, alternative environmentally responsible disposal methods will be pursued.
 - o The City will attempt to contact Peter Toth to offer him the opportunity to reclaim the work, per the City's Art in Public Places policy.
- **Replacement Costs:** The new artwork, commissioned by the Abenaki Nation of Missisquoi, is valued at \$20,000. Installation and foundation modifications will be funded through an AARP Grant, the 807 Public Art Fund, or BPRW's Battery Park renovation budget.

Conclusion:

Given the structural instability, safety concerns, and the strong support for removal from the Abenaki Nation of Missisquoi, BCA recommends the deaccessioning of Chief Greylock. This action will honor Indigenous input, mitigate public risk, and allow for the installation of a culturally representative replacement artwork.

To: Burlington City Arts, Care of Colin Storrs, Public Art and Grants Program Manager and whomever else this matter may concern

From: Emmett Wood, Esq. Assistant City Attorney

Regarding: The Deaccessioning of the *Chief Greylock* wood carving

2/4/25

Background

In the early 1980's artist, Peter Toth was in the midst of the creation of his *Trail of Whispering Giants*. These *Giants*, large wooden carvings featuring Native American inspired motifs, were Toth's gift to all 50 states in order to honor the Native Americans of those regions. In 1982, Toth chose Burlington as the location for his Vermont carving. After many letters exchanged between the Bernie Sanders Administration and Mr. Toth, Battery Park was chosen for the site of the proposed monument. Toth's monument, dubbed *Chief Greylock* by the local Abenaki people, has stood proudly in Battery Park for over 40 years. However, a recent structural analysis of the wood has shown that significant rotting has taken place in key weight bearing areas of the structure. Unfortunately, the conclusion of the structural analysis stated that in order to avoid potential harm to pedestrians in the park and to best preserve the sculpture itself, it would be most judicious for *Chief Greylock* to be permanently deaccessioned and removed from Battery Park.

Legal Authority

The deaccessioning of an Art piece is governed by both City policy and the Federal Visual Artists Rights Act of 1990 (VARA). Although the *Chief Greylock* piece was erected in 1982, VARA states that it is intended to apply to works of art created prior to the effective date of the Act so long as the creator of the work still holds the title to the work. In that context, the rights instilled by VARA are to be coextensive with any rights that may apply under copyright law and intended to last as long as those copyright rights. 17 U.S.C. §106A(a).

Under VARA, the author of a work of visual art has the right "to prevent any intentional distortion, mutilation, or other modification of that work which would be prejudicial to his or her honor or reputation, and any intentional distortion, mutilation, or modification of that work is a violation of that right, and to prevent any destruction of a work of recognized stature, and any intentional or grossly negligent destruction of that work is a violation of that right." *Id.*

The relevance of VARA in the present case is arguable as Mr. Toth gifted the piece to the City and there never appeared to be any official contract or title of ownership for *Chief Greylock*. However, whether VARA applies or not, the City's *Art in Public Places* policy (the Policy) certainly does.

When the City of Burlington acquires an art piece, the implication is that the piece will remain permanently within the City's collection so long as the piece "maintains its physical integrity, identity and authenticity, and as long as it remains useful to the purposes of the people of the City of Burlington." *City of Burlington art in public places policy* at 15. The policy goes on to list storage, relocation, and sale or trade as possible options for a deaccessioned piece of public art. *Id.*

As the Policy acknowledges, there are many reasons a permanent piece of art may be deaccessioned by Burlington City Arts (BCA) including but not limited to threats to public safety and inability to guarantee the conditions and or security of the piece. "In cases where deaccessioning or removal is recommended due to deterioration, threat to public safety, ongoing controversy, or lack of artistic quality it is recommended that BCA seek the opinions of independent professionals qualified to comment on the concern prompting review (conservators, engineers, architects, critics, safety experts etc.)." *Id.* at 17. In the event that a piece has been flagged for deaccessioning following analysis by an independent professional, the Policy outlines three options to facilitate removal of the piece: Transfer of title to the artist; Disclaimer of authorship; and alteration, modification, or destruction. *Id.* at 18.

Chief Greylock

In the present case, BCA commissioned a structural analysis of *Chief Greylock* which was completed in late November 2024. That structural analysis (Provided by Treeworks) utilized a resistograph digital drill which ultimately revealed that "The monument, despite its impressive stature, exhibits significant structural decay.... The state of decay poses a risk to the monument itself as well as safety concerns for pedestrians." *Structural Analysis Report*, Treeworks at 2

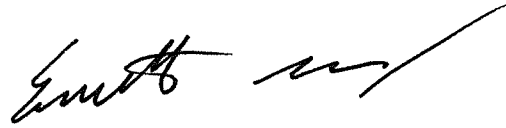
Having already consulted with an outside expert and commissioning a report regarding the piece (in accordance with the Policy) BCA now has an obligation to reach out to Peter Toth, the original artist, in order to see if he would like to take possession of the piece and with that, responsibility for its removal. Mr. Toth may also request that his name be removed from the piece before it is removed from Battery Park. However, if Mr. Toth chooses not to take possession of the piece, BCA should ultimately move forward with the removal of *Chief Greylock*.

It is the understanding of the undersigned that BCA is working collaboratively with the office of Racial Equity Inclusion and Belonging (REIB) as well as the Tribal Authority of the Abenaki people in order to determine the best place to potentially store *Chief Greylock* and to coordinate a replacement art piece for Battery Park.

Conclusion

At this time, it is the Recommendation of the Burlington City Attorney's office that the process of deaccessioning the *Chief Greylock* carving be initiated as soon as practicable and environmentally sensical in order to avoid further damage to the piece or potential harm to parkgoers. Having already commissioned an outside report from an expert, BCA must now reach out to Mr. Toth to determine whether he would like to take possession of the piece. If Mr. Toth declines to take possession of Chief Greylock, BCA is to continue working collaboratively with

the REIB office and the Abenaki people in order to locate a suitable storage space and potentially a replacement for Chief Greylock.

A handwritten signature in black ink, appearing to read "Emmett Wood", followed by a long, sweeping horizontal stroke.

Emmett Wood, Esq (they/them)

Assistant City Attorney
Office of the City Attorney
149 Church Street
Burlington, VT 05401
(802) 865-7121



From the Desk of:

WILLIAM DE VOS, ASCA

- ISA Board Certified Master Arborist #NE-0187B
- Registered Consulting Arborist #359
- NJ Licensed Tree Expert #197
- Vt. Certified Horticulturist
- bill@treeworks.com

November 26, 2024

Montpelier Location & Business Office

118 Granite Shed Lane. Montpelier, Vermont 05602
Tel - 802-223-2617

Charlotte Location

2636 Hinesburg Rd. Charlotte, Vermont 05445
Tel - 802-864-6800

Nationwide - 800-427-2617

www.treeworks.com

Burlington City Arts
Colin Storrs
135 Church Street
Burlington, Vt. 05401

re; Chief Graylock Testing

Greetings Colin:

I want to thank you for hiring Treeworks to assess the structural stability of the Chief Greylock Sculpture at Battery Park.

Here is our report detailing the present conditions with suggestions to preserve the sculpture.

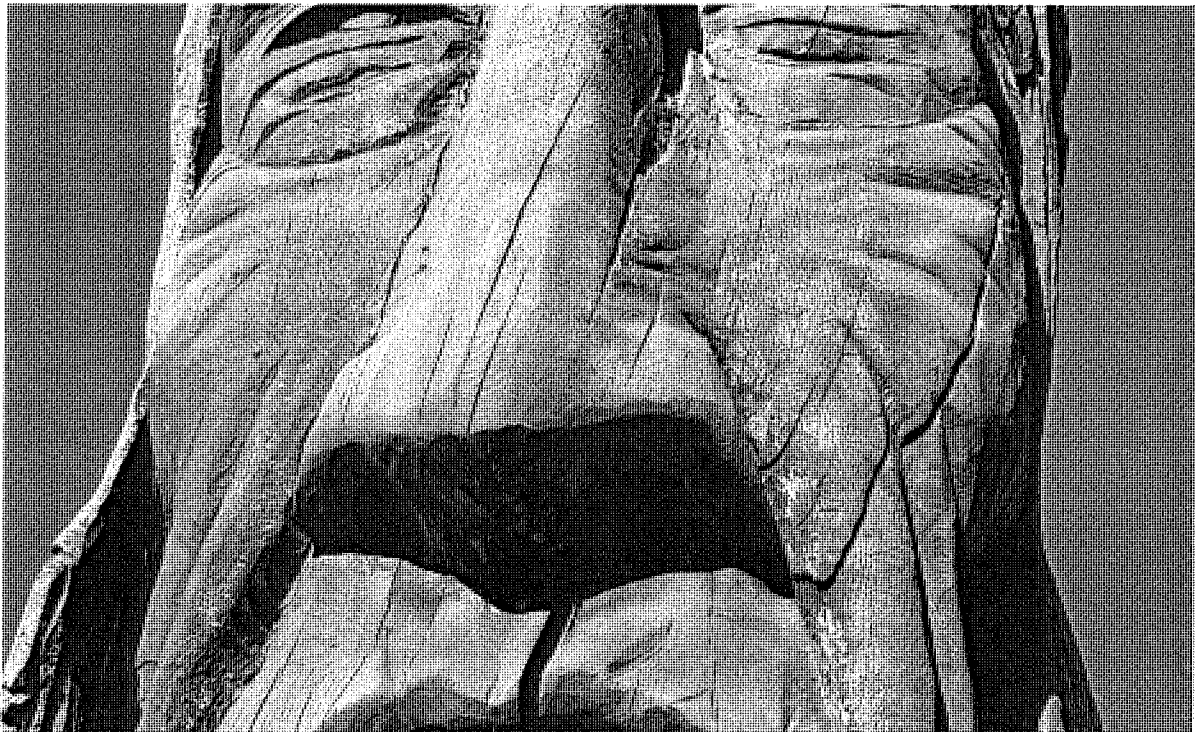
If we can be of further help with relocating Chief Greylock, please do not hesitate to call. If you or your clients need further delineation, I am available to provide that support.

Best and Happy Thanksgiving,

Bill

11 Time Recipient of the *National Award for Excellence in Arboriculture*

STRUCTURAL ASSESSMENT OF THE CHIEF GREYLOCK MONUMENT BURLINGTON, VERMONT





Assignment

Our assignment was to evaluate the structural integrity of the Chief Monument located at Battery Park in Burlington, Vermont. We employed a Resistograph digital drill which utilizes a 3mm needle to map the tissue structure graphically. This technique reveals weaknesses and cavities with minimal invasiveness, overcoming the limitations of visual assessment.

Procedure

We first tested North, South, East and West as the usual method. We then located the support pins and tested the areas immediately surrounding them, as that is the critical area for healthy wood and structure. We tested 2 inches above the base and 12 inches above the base. The Resistograph catalogs all readings with pertinent time and location information (not height). The information was then downloaded at our office and analyzed and edited. We also used an aerial lift to inspect the upper portions of the Monument and check numerous hollow areas.

Discussion

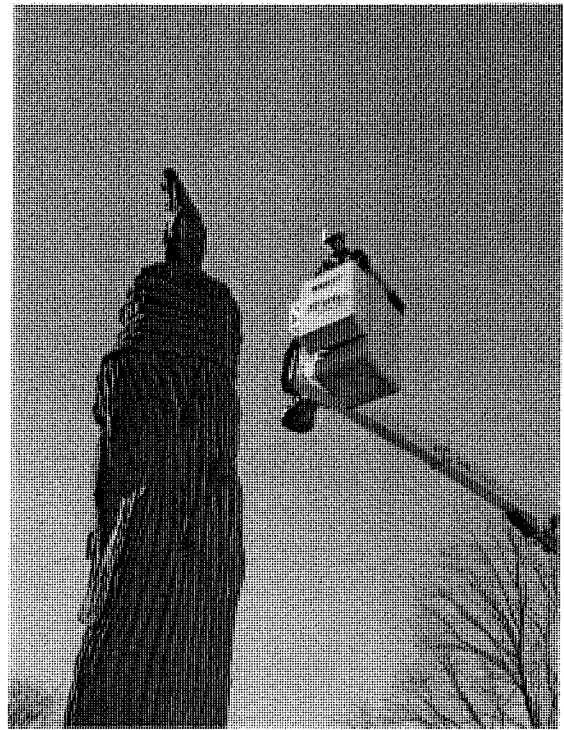
The monument, despite its impressive stature, exhibits significant structural decay. The crown is notably hollow to depth of over 10 inches, while the remainder of the original headdress measuring around eighteen inches, seems perilously close to failure. Photographic documentation underscores the alarming extent of decay, as nearly half of the diameter of the structure shows deterioration with numerous hollow sections. The state of decay poses a risk to the monument itself as well as safety concerns for pedestrians. The Resistograph tests show decay around most of the support pins which could become a concern for the stability of the entire edifice, erasing any chance for preservation. I was initially concerned with the pins and the structural condition of the base, but the upper half of the monument is extremely weak and may be an even greater cause for concern. A plan to prevent further degradation of the structure is the prudent action.

Conclusion

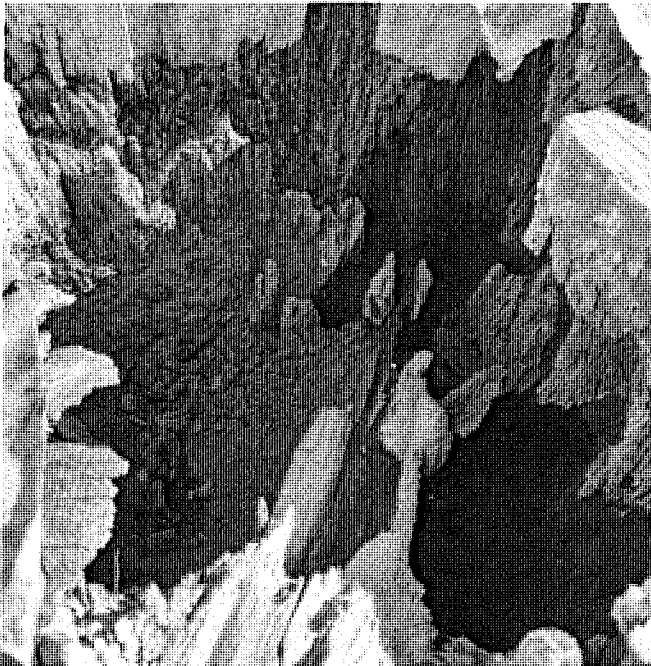
To safeguard the legacy of Chief Greylock, it is advisable to consider the removal of the monument to a controlled environment, sheltered from the elements. Additionally, structural remediation may be necessary to ensure preservation and stability.



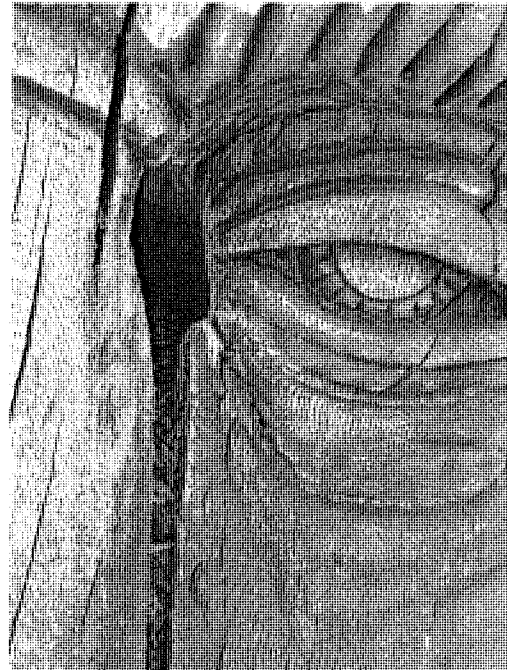
17" depth of decay along length of the upper structure



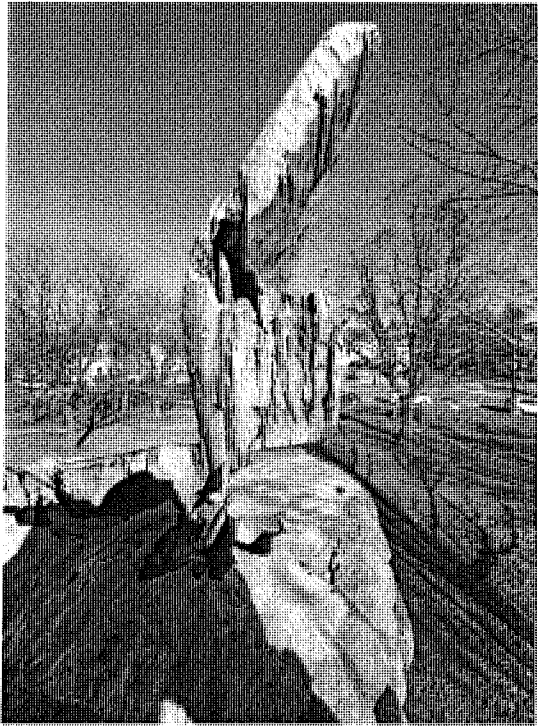
Aerial Inspection



Extensive decay in headdress area



The extensive cavity at the "eye"



Remaining feathers with its precarious

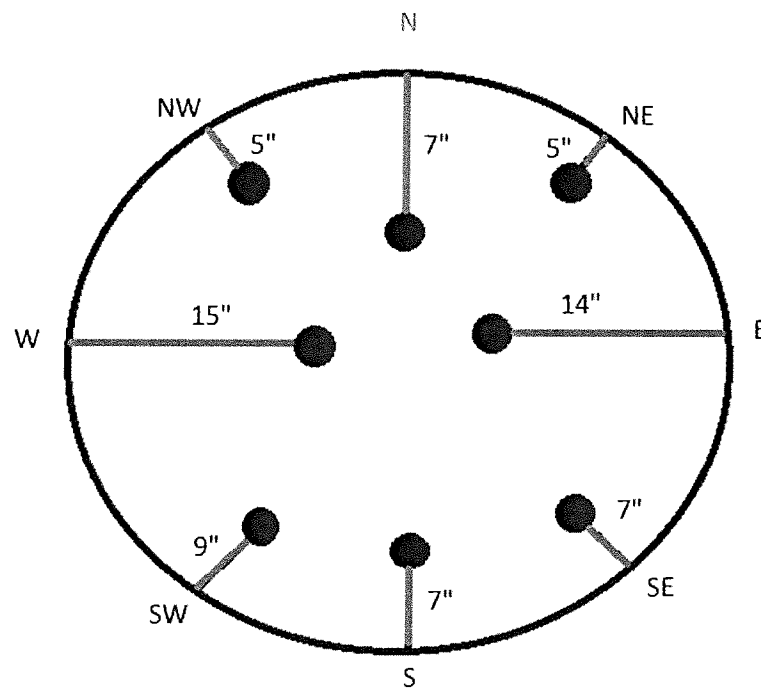


17" deep cavity attachment



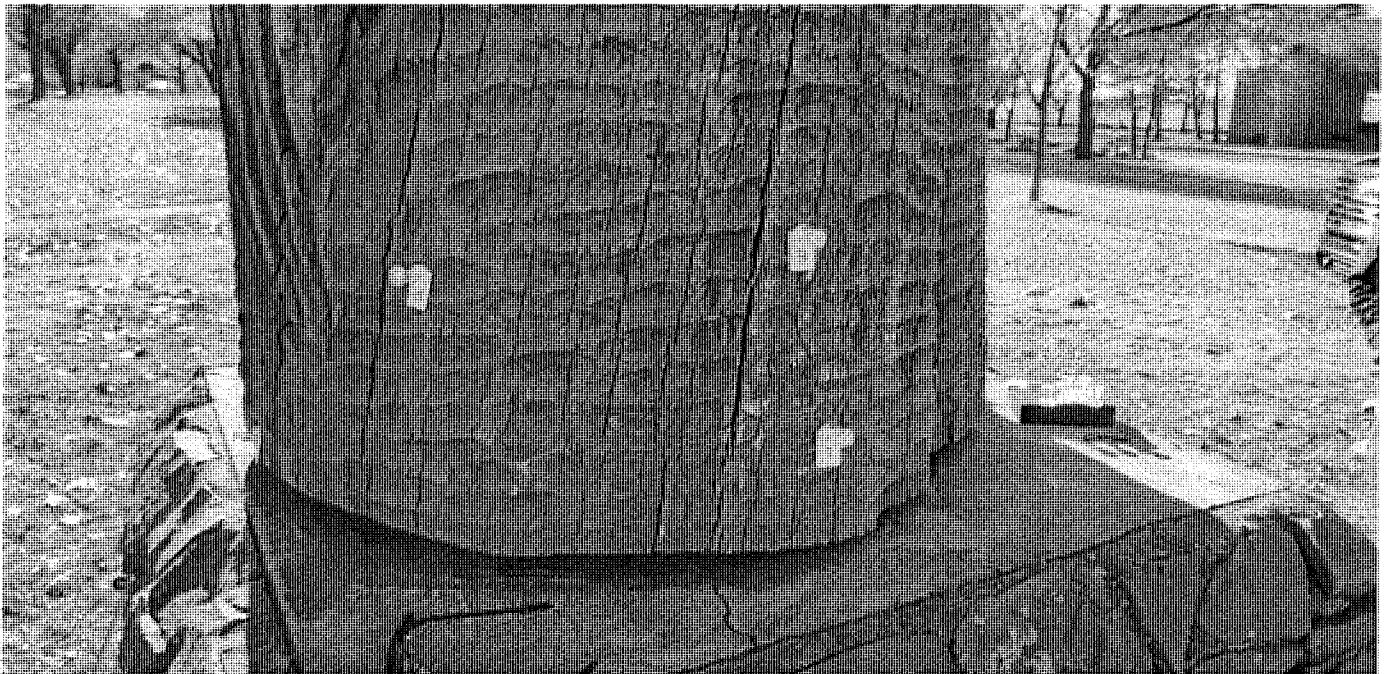
Example of Resist graph testing a tree for decay

DRILLING LOCATION DIAGRAM



This diagram indicates where on the monument we performed Resistograph drillings. The Black circles indicate a support pin that the monument is resting on and the red lines are to indicate the distance each pin resides from the exterior shell of the monument. We drilled adjacent to each red line to indicate the structural integrity of the remaining wood around each support pin.

RESISTOGRAPH DRILLING RESULTS (1, 8, AND 9)



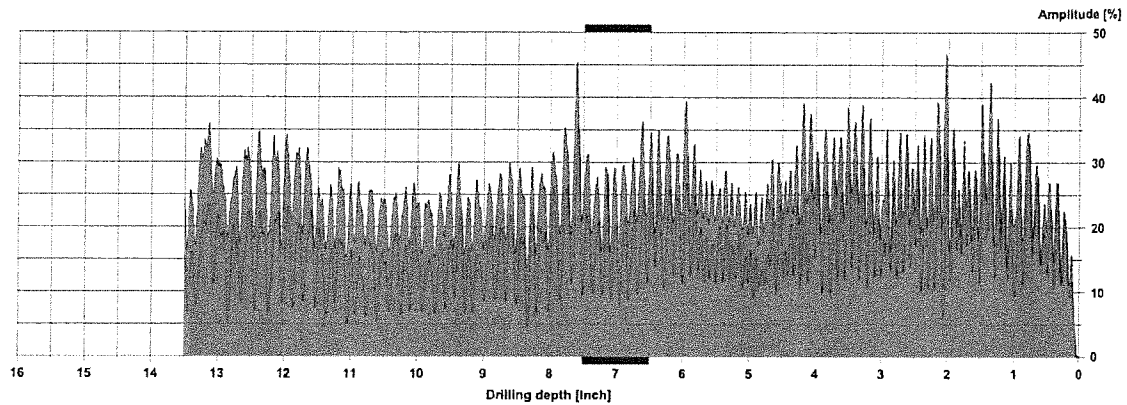


Measuring / object data

Measurement no.:	1	Speed :	2500 r/min	Diameter:	
ID number :	CHIEF GRAYLOCK - N - BASE	Needle state:	ok	Level :	
Drilling depth :	13.50 in	Tilt :	-1°	Direction:	
Date :	13.11.2024	Offset :	103 / 271	Species :	
Time :	09:16:31	Avg. curve :	off / off	Location:	
Feed :	39 in/min			Name :	

WoodInspector

Program :	Standard
Mode :	Full piercing
Start / stop:	0.17 cm / 34.11 cm
Length :	33.94 cm
Cavity :	0.00 cm (0.0%)



Assessment

From 6.50 in to 7.50 in : Support Pin

Comment

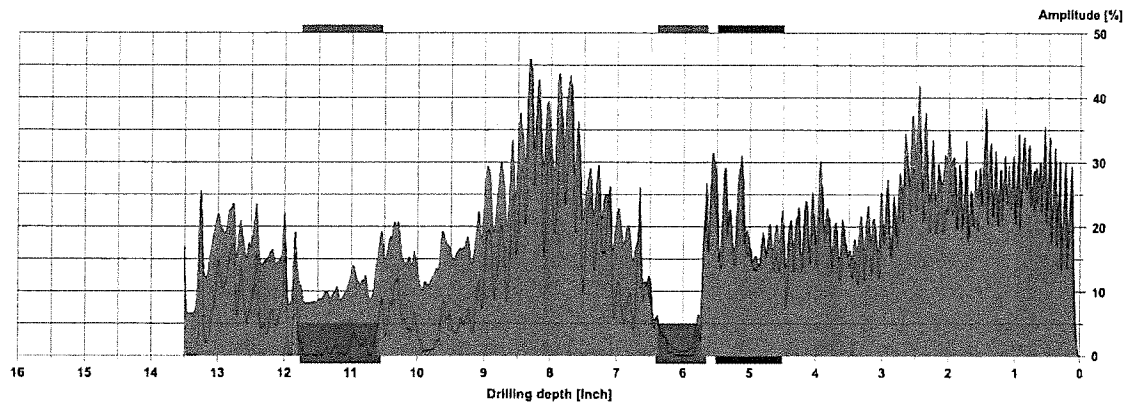
Healthy Section

Measuring / object data

Measurement no.:	8	Speed :	2500 r/min	Diameter:	
ID number :	CHIEF GRAYLOCK - NE - 12" Up	Needle state:	ok	Level :	
Drilling depth :	13.50 in	Tilt :	0°	Direction:	
Date :	13.11.2024	Offset :	106 / 264	Species :	
Time :	10:13:31	Avg. curve :	off / off	Location:	
Feed :	39 in/min			Name :	

WoodInspector

Program :	Standard
Mode :	Full piercing
Start / stop:	0.13 cm / 33.76 cm
Length :	33.63 cm
Cavity :	4.72 cm (14.0%)



Assessment

From 4.50 in to 5.50 in : Support Pin
From 5.65 in to 6.40 in : Decay
From 10.55 in to 11.75 in : Decay

Comment

Decay measured near the pin.

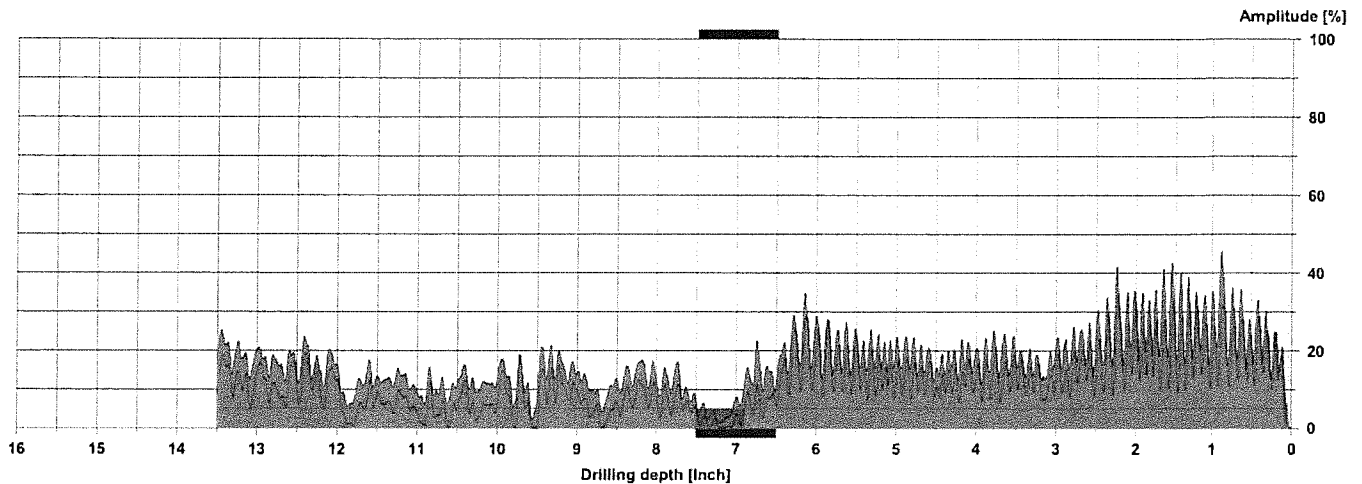


Measuring / object data

Measurement no.:	9	Speed	: 2500 r/min	Diameter:	
ID number	: CHIEF GRAYLOCK - N - 12" Up	Needle state:	ok	Level	:
Drilling depth	: 13.50 in	Tilt	: 0°	Direction:	
Date	: 13.11.2024	Offset	: 112 / 273	Species	:
Time	: 09:42:49	Avg. curve	: off / off	Location	:
Feed	: 39 in/min	Name	:		

WoodInspector

Program	: Standard
Mode	: Full piercing
Start / stop	: 0.11 cm / 34.25 cm
Length	: 34.14 cm
Cavity	: 1.55 cm (4.5%)



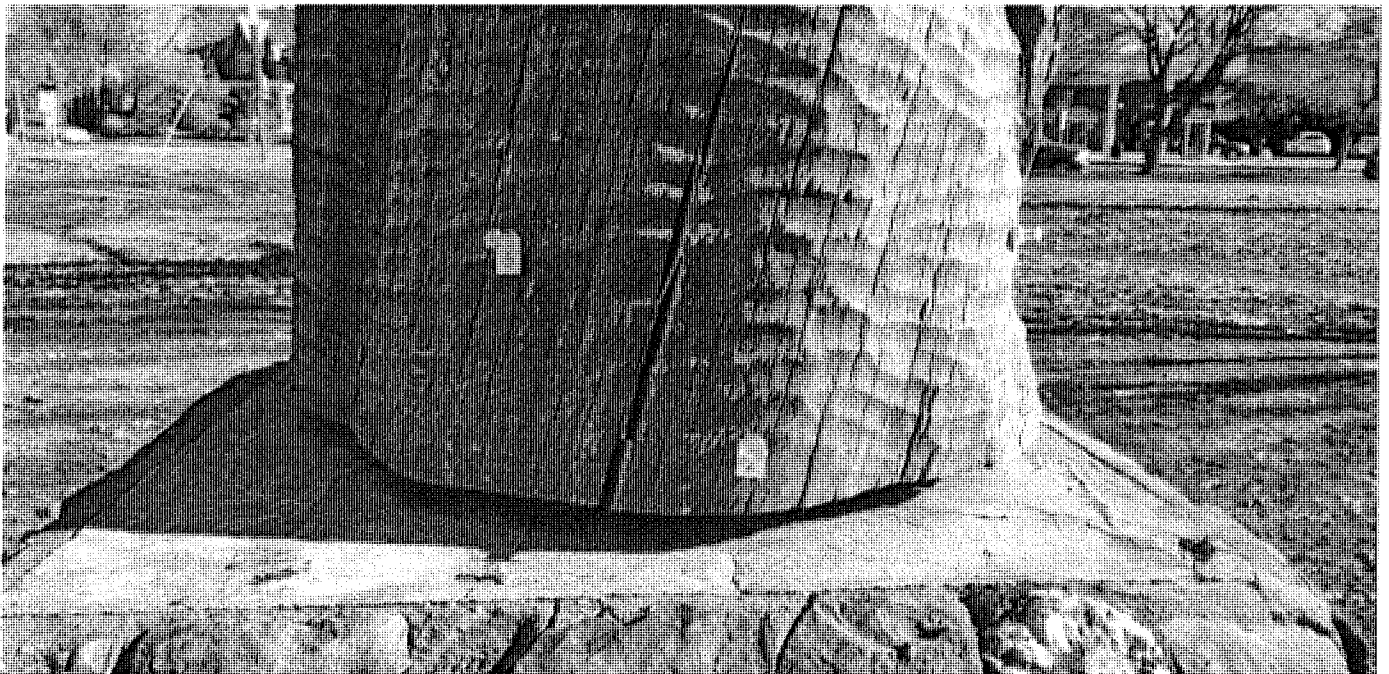
Assessment

From 6.50 in to 7.50 in : Support Pin

Comment

Decay Surrounding Pin

RESISTOGRAPH DRILLING RESULTS (2 AND 5)

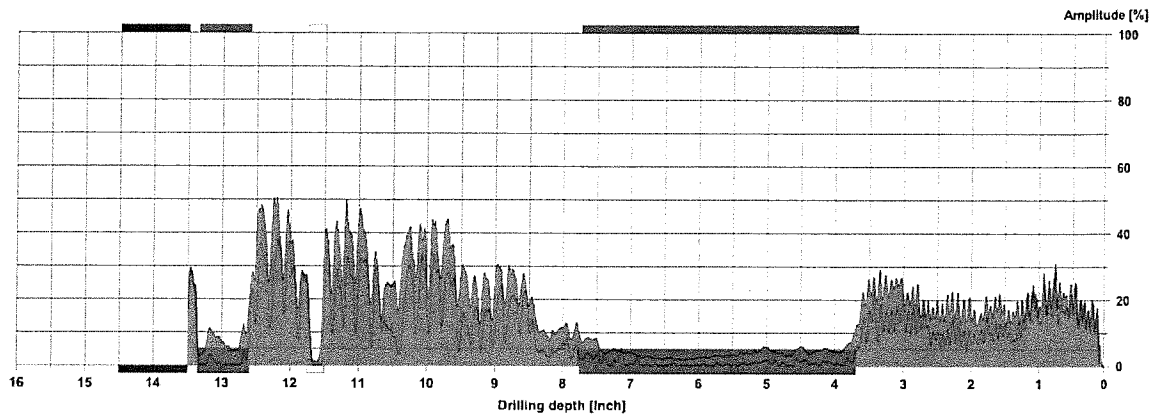


Measuring / object data

Measurement no.:	2	Speed :	2500 r/min	Diameter:	
ID number :	CHIEF GRAYLOCK - E - BASE	Needle state:	ok	Level :	
Drilling depth :	13.50 in	Tilt :	0°	Direction:	
Date :	13.11.2024	Offset :	116 / 295	Species :	
Time :	09:36:32	Avg. curve :	off / off	Location:	
Feed :	39 in/min	Name :			

WoodInspector

Program :	Standard
Mode :	Full piercing
Start / stop:	0.11 cm / 34.26 cm
Length :	34.15 cm
Cavity :	12.22 cm (35.8%)



Assessment

From 13.50 in to 14.50 in :	Support Pin
From 3.70 in to 7.75 in :	Decay
From 12.60 in to 13.35 in :	Decay
From 11.50 in to 11.75 in :	Crack

Comment

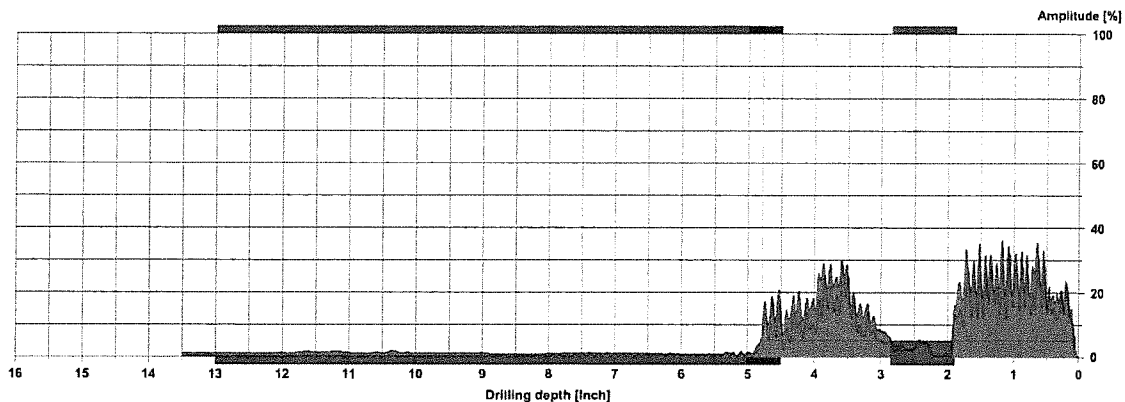
Decay measured around the pin

Measuring / object data

Measurement no.:	5	Speed :	2500 r/min	Diameter:	
ID number :	CHIEF GRAYLOCK - NW - 12" Up	Needle state:	ok	Level :	
Drilling depth :	13.50 in	Tilt :	0°	Direction:	
Date :	13.11.2024	Offset :	110 / 270	Species :	
Time :	09:46:06	Avg. curve :	off / off	Location:	
Feed :	39 in/min	Name :			

WoodInspector

Program :	Standard
Mode :	Full piercing
Start / stop:	0.11 cm / 12.14 cm
Length :	12.03 cm
Cavity :	2.40 cm (20.0%)



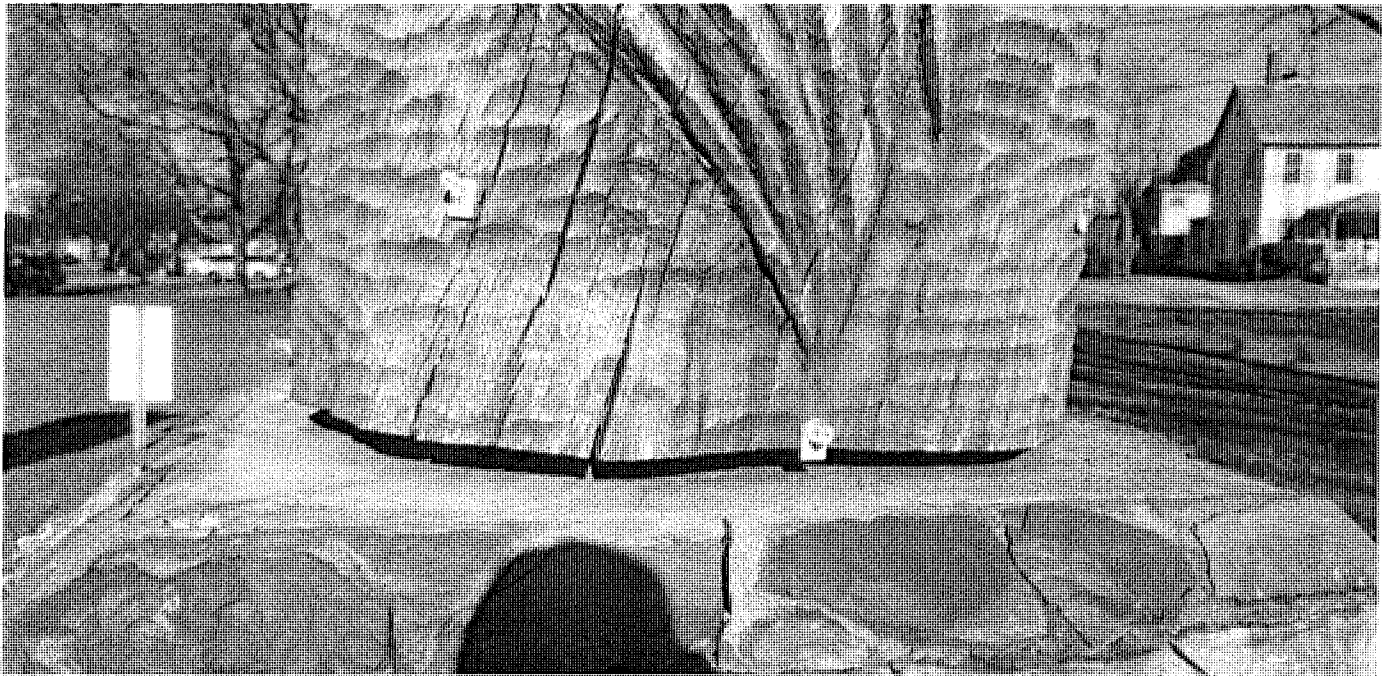
Assessment

From 4.50 in to 5.50 in :	Support Pin
From 1.90 in to 2.85 in :	Decay
From 5.00 in to 13.00 in :	Decay

Comment

Decay detected between holding wood that spans between outer structural shell and the material holding the pin.

RESISTOGRAPH DRILLING RESULTS (3 AND 6)

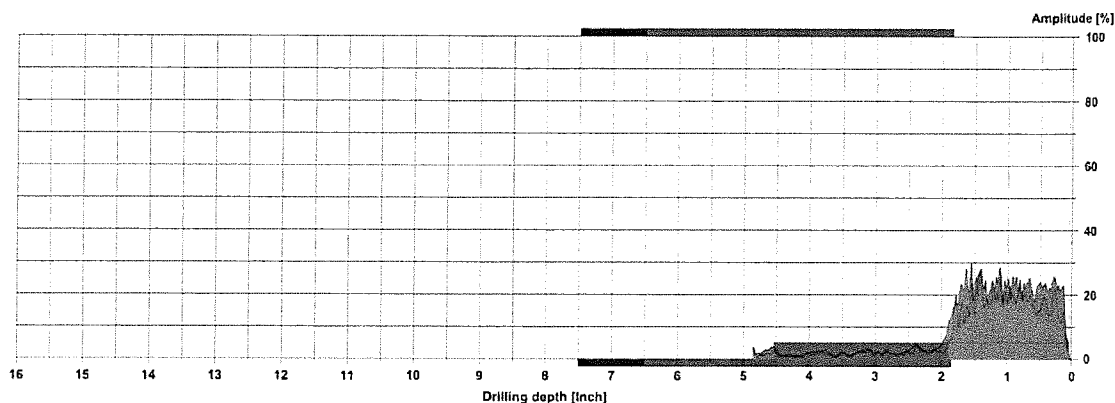


Measuring / object data

Measurement no.: 3	Speed : 2500 r/min	Diameter:
ID number : CHIEF GRAYLOCK - S - BASE	Needle state: ok	Level :
Drilling depth : 4.85 in	Tilt : 0°	Direction:
Date : 13.11.2024	Offset : 108 / 271	Species :
Time : 09:30:02	Avg. curve : off / off	Location:
Feed : 39 in/min		Name :

WoodInspector

Program : Standard
Mode : Full piercing
Start / stop: 0.11 cm / 11.53 cm
Length : 11.42 cm
Cavity : 6.73 cm (58.9%)



Assessment

From 6.50 in to 7.50 in : Support Pin
From 1.85 in to 6.50 in : Decay

Comment

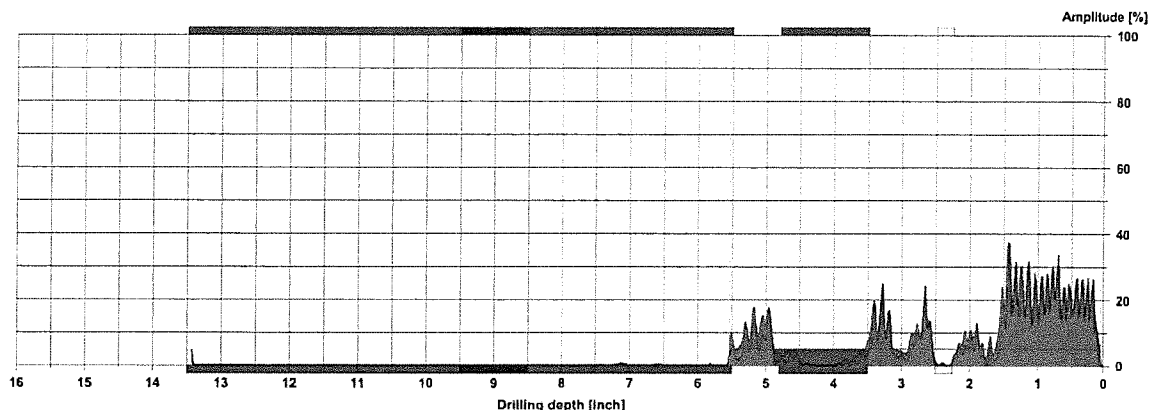
Not enough structural wood to measure the entire span leading to the pin.

Measuring / object data

Measurement no.: 6	Speed : 2500 r/min	Diameter:
ID number : CHIEF GRAYLOCK - SW - 12" Up	Needle state: ok	Level :
Drilling depth : 13.43 in	Tilt : 0°	Direction:
Date : 13.11.2024	Offset : 111 / 275	Species :
Time : 10:03:58	Avg. curve : off / off	Location:
Feed : 39 in/min		Name :

WoodInspector

Program : Standard
Mode : Full piercing
Start / stop: 0.11 cm / 14.05 cm
Length : 13.94 cm
Cavity : 3.57 cm (25.6%)



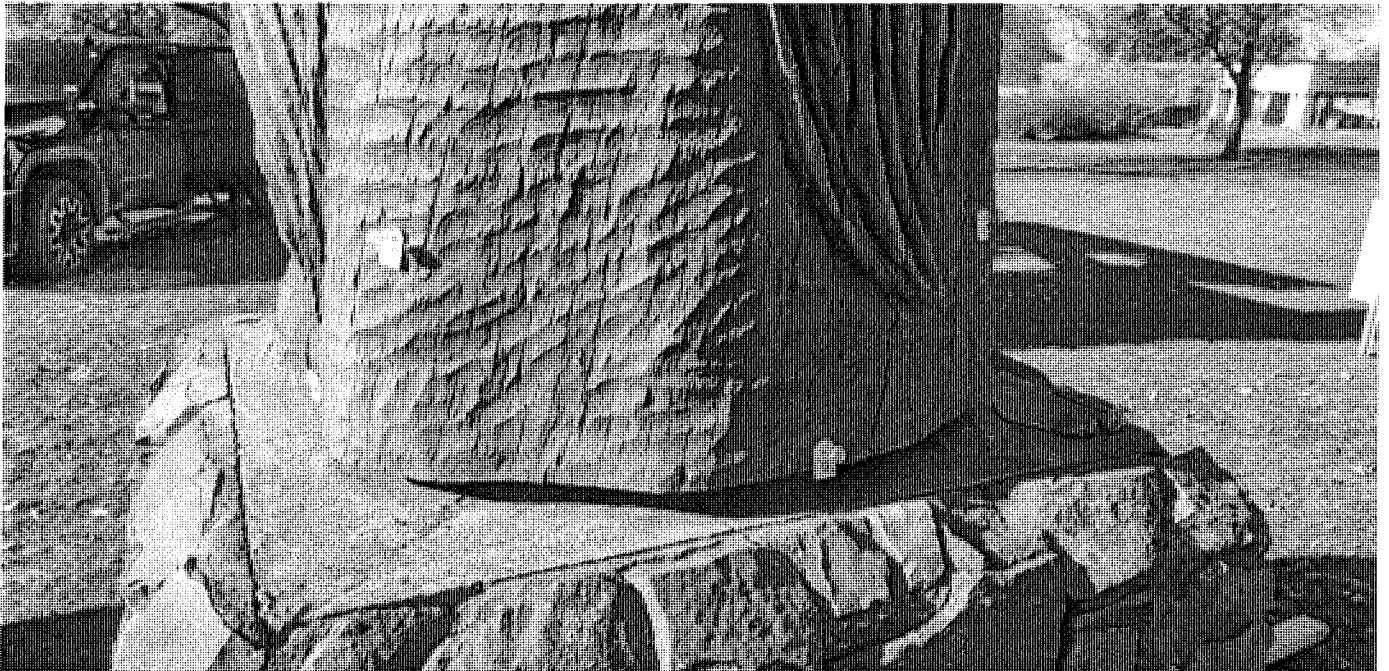
Assessment

From 8.50 in to 9.50 in : Support Pin
From 3.50 in to 4.80 in : Decay
From 5.50 in to 8.50 in : Decay
From 9.50 in to 13.50 in : Decay
From 2.25 in to 2.50 in : Crack

Comment

Heavy decay measured around the pin.

RESISTOGRAPH DRILLING RESULTS (4 AND 7)



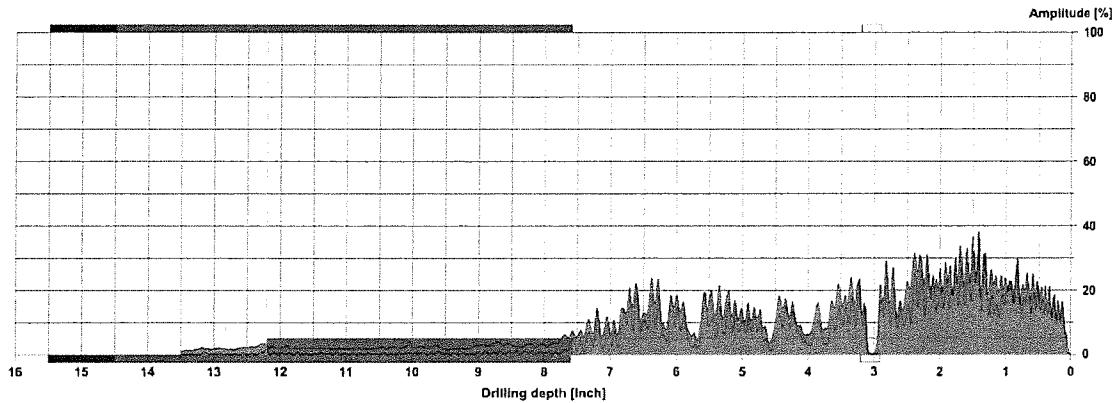


Measuring / object data

Measurement no.:	4	Speed	: 2500 r/min	Diameter:	
ID number	: CHIEF GRAYLOCK - W - BASE	Needle state:	ok	Level	:
Drilling depth	: 13.50 in	Tilt	: 0°	Direction:	
Date	: 13.11.2024	Offset	: 99 / 271	Species	:
Time	: 09:20:24	Avg. curve	: off / off	Location:	
Feed	: 39 in/min			Name	:

WoodInspector

Program	: Standard
Mode	: Full piercing
Start / stop	: 0.11 cm / 30.99 cm
Length	: 30.86 cm
Cavity	: 11.77 cm (38.1%)



Assessment

From 14.50 in to	15.50 in	: Support Pin
From 7.60 in to	14.50 in	: Decay
From 2.90 in to	3.20 in	: Crack

Comment

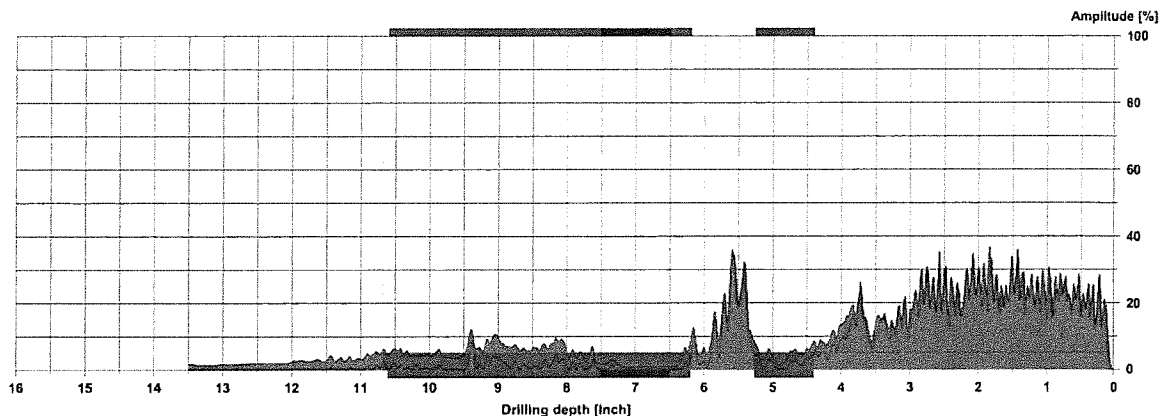
Not enough structural wood to measure the entire span leading up to the pin.

Measuring / object data

Measurement no.:	7	Speed	: 2500 r/min	Diameter:	
ID number	: CHIEF GRAYLOCK - SE - 12" Up	Needle state:	ok	Level	:
Drilling depth	: 13.50 in	Tilt	: 0°	Direction:	
Date	: 13.11.2024	Offset	: 107 / 285	Species	:
Time	: 10:09:24	Avg. curve	: off / off	Location:	
Feed	: 39 in/min			Name	:

WoodInspector

Program	: Standard
Mode	: Full piercing
Start / stop	: 0.13 cm / 27.12 cm
Length	: 26.99 cm
Cavity	: 13.50 cm (50.0%)



Assessment

From 6.50 in to	7.50 in	: Support Pin
From 4.40 in to	5.25 in	: Decay
From 6.20 in to	6.50 in	: Decay
From 7.50 in to	10.60 in	: Decay

Comment

Decay detected around the pin.

City of Burlington
Art in Public Places Guidelines and Policies
Resolution: 6.20
Adopted: 9.12.22

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I. PURPOSE.

The purpose of The Art in Public Places Guidelines and Policies is to establish guidelines for commissioning new Public Art works and managing the City's Public Art collection and related use of the percent for public art fund pursuant to Burlington City Ordinances, Chapter 21, Article X (Percent for Public Art).

II. GOALS AND INTENT.

The Art in Public Places Program of Burlington City Arts (or "BCA") incorporates works of Public Art into public spaces owned or managed by the City of Burlington and manages the City's collection of Public Art works. On behalf of the City, Burlington City Arts endeavors to support the creation of high quality works of art within its public spaces that encourage community dialogue, enhance the aesthetic experience of Burlington's public spaces, make art accessible to the broadest audience possible, and conform to best practices in the field of Public Art.

A. The Goals of the Art in Public Places Program are to:

1. Use Public Art as a means to build community and further the community's sense of pride
2. Build a sense of belonging among Burlington's residents from a broad range of identities and cultures
3. Contribute to cultural tourism through Public Art
4. Enrich the individual's experience of public spaces
5. Advance citizen understanding of Public Art and its civic role
6. Engage citizens in the Public Art process in meaningful and responsive ways
7. Stimulate public dialogue about issues raised by Public Art
8. Foster collective memory and give meaning to place by recalling local and regional history
9. Ensure that Public Art is accessible to all individuals

B. These goals are met by activities such as:

1. Commissioning artists and works of art that contribute to the City's sense of place and represent an expression of our time
2. Supporting artists with appropriately funded opportunities to create new work in public places
3. Commissioning and promoting Artwork that is reflective of a range of cultural, racial, ethnic, and other identities in Burlington
4. Incorporating Artwork into the built environment that encourages interaction and establishes vibrant and unique public spaces
5. Commissioning Artwork in neighborhoods and public spaces that are accessible throughout the City
6. Encouraging early collaboration on projects among artists, architects, landscape architects, engineers and other design professionals
7. Helping city departments budget to include appropriate Artwork in capital projects and manage the commissioning of Artworks using best practices in the field
8. Encouraging a broad range of community participation in the commissioning and creation of Public Art works citywide
9. Cultivating collaboration among artists, design consultants, planners and

engineers

10. Integrating Public Art concepts, Artwork, and artists into community and neighborhood planning processes.

III. DEFINITIONS.

"ANNUAL PLAN FOR PUBLIC ART" – A plan proposed by the Public Art Administrator and approved by the Public Art Committee that includes and prioritizes a series of projects that may be completed with available department resources, including the Percent for Public Art Fund. The plan will outline the timeline, expense budgets, and sources of funding related to each Public Art project that will occur in a fiscal year, any conservation or maintenance projects that will be completed, and any other administrative activities that will be undertaken by the department including but not limited to photography, documentation, research, writing and website development. The plan is approved annually by the Public Art Committee and adopted in the City budgeting processes.

"ART IN PUBLIC PLACES PROGRAM" – The program of the City of Burlington managed by Burlington City Arts that is charged with commissioning or acquiring Public Art for any projects funded wholly or in part by the City of Burlington through the Percent for Public Art Fund whether placed on city property or elsewhere, and with managing the collection of the city's Public Art.

"ARTIST" – A practitioner in the arts generally recognized by critics and peers as a professional possessing serious intent and ability who is not a member of the Project Consultant's team or employed thereby.

"ARTIST TEAM" – A collaboration of two or more Artists working together on a project.

"DESIGN TEAM" – The consultant architects, landscape architects, engineer, project manager and any other professionals involved in the visioning and design of the capital project.

"DESIGN TEAM APPROACH" – A type of Public Art process in which an Artist or Artist Team is selected at the initiation of the capital project design process and is engaged to function as a member of the Design Team.

"ELIGIBLE PROJECT" – A capital project as defined in the Percent for Public Art Ordinance.

"MANAGING DEPARTMENT" – The City Department responsible for the implementation of design and/or construction of a City construction project.

"PARK ARTS AND CULTURE COMMITTEE" – A committee of the City Council that reviews guidelines and processes for Public Art.

"PERCENT FOR PUBLIC ART FUND" – A fund established by the Percent for Public Art Ordinance that sets aside 1% of capital project funds into a reserve fund dedicated to the creation, management and maintenance of Public Art.

"PROJECT CONSULTANT/ ARCHITECT" – Any firm, individual, joint venture or team of firms or individuals with which the City of Burlington contracts for design consulting services related to City construction projects.

"PROJECT MANAGER" – The City staff person charged with the responsibility for the implementation of the design and/or construction of the City of Burlington project which meet the definition provided herein for an Eligible Project.

"PUBLIC ART COMMITTEE" – A committee created by the BCA Board of Advisors that includes the Public Art Administrator and certain members of the BCA Board of Advisors. The BCA Board of Advisors may appoint other individuals to the Public Art Committee, such as Project Managers, members of the Park Arts and Culture Committee and other City staff, provided that a majority of the Public Art Committee members shall be residents or taxpayers of the City of Burlington. The Public Art Committee reviews Public Art Projects and makes recommendations related to the Art in Public Places Program to the BCA Board of Advisors for approval.

"PUBLIC ART REVIEW PANEL (PARP)" – An independent jury of Arts Professionals established by the Public Art Committee for the purpose of selecting an Artist or Artwork in accordance with these Guidelines.

"PUBLIC ART ADMINISTRATOR" – The BCA staff person(s) or consultant hired by the BCA Executive Director responsible for Public Art project coordination.

"PUBLIC ART PROJECT" – A project, including any Eligible Project, that includes the planning, administration, accessioning, fabrication and installation of an Artwork that meets the goals of the Art in Public Places program and that is intended to remain accessible to the public on a permanent or longstanding basis.

"PUBLIC ART or ARTWORK" – Original art produced by professional artists, conceived in any medium, material, or combination thereof, which may be portable as well as permanent. Such Public Art or Artwork may include, but shall not be limited to: paintings, drawings, and murals in any media; stained glass, statues, bas relief or other sculptures; environmental Artworks; monuments, fountains, arches or other structures intended for ornament or commemoration; integrated and functional architectural elements designed by the Artist; video and multi media-based works. Also included are mobile, kinetic, electronic and neon sculptures. Other works of art such as inscriptions, fiber works, carvings, mosaics, photographs, drawings, collages, textile works and prints are included. Also included are crafts, both decorative and utilitarian in clay, fiber, wood, metal, glass, stone, plastic and other materials, as well as artist-designed public spaces and functional elements which are either a part of a larger project or a separate entity in and of itself. These guidelines are not intended to address music, festivals and other types of performing art that may be commissioned by the City or occur in public spaces.

"USER DEPARTMENT" – The City Department which will occupy or otherwise administer the use of the project upon its completion. Where more than one department or entity is involved, each user department will be consulted.

"ARTS PROFESSIONAL" – An Artist, arts educator, art critic, arts administrator, art dealer, designer, art historian, curator, fine art collector who is respected in his/her field, knowledgeable with respect to contemporary art and willing to participate effectively in a committee process without conflict of interest.

IV. GENERAL GUIDELINES FOR ACQUISITION

A. Annual Plan for Public Art. All Public Art accessioned into the City's Public Art collection should be included in an Annual Plan for Public Art as defined in Section III of these Guidelines. The Public Art Administrator will develop the budget and priorities for the Annual Plan for Public Art in advance in collaboration with city departments with capital projects in planning stages. Budgets will itemize available funding sources, including from the Percent for Public Art Fund.

B. Interdepartmental Collaboration. All Project Managers of Eligible Projects or projects included in the Annual Plan for Public Art shall notify the Public Art Administrator of the initial meeting with the Project Consultants/Architects selected for the project. The Project Managers and appropriate Project Consultants/Architects shall work closely with the Public Art Administrator in the development of the Public Art Project Call to Artists. In addition, the Public Art Administrator shall be notified of all progress meetings to facilitate optimum coordination of the Public Art component.

C. Timeline. The Public Art Administrator shall follow the timeline for accessioning established in the Annual Plan for each Public Art Project.

D. Acquisition. Public Art may be acquired by commissioning through open call, limited entry competition, direct selection of the artist/direct purchasing, or as a gift to the city, as defined in Section V.

E. Projects Developed by Other Organizations or Individuals. Public Art may also be developed by organizations, individuals, for-profit and not-for-profit organizations, or state or federal agencies. BCA encourages the use of a review process for such projects similar to those described under Section V of these Guidelines ("Process for Acquisition of Public Art through commissioning"), or Section V ("Acquisition of Public Art through Gifts"). When located on City property or using City grant funds of any kind, such projects must be considered part of the City's Public Art collection and follow the same process described in Section V of these Guidelines ("Acquisition of Public Art through Gifts"), including funding a budget for maintenance.

F. Temporary Public Art. Temporary Public Art is defined as an Artwork that is proposed to be on exhibition in a public space for less than 1 year. These guidelines are not intended to address temporary Public Art proposals or installations. Temporary Public Art proposals must be coordinated with the City Department that manages the proposed site.

G. Criteria for Public Art. All Artwork accessioned into the City's Public Art collection is subject, at minimum, to the following criteria:

1. Inherent Artistic Quality: The assessed aesthetic merit of the piece as a work of art, independent of other considerations.
2. Context: Artwork must be compatible in scale, material, form and content with their surroundings. Consideration should be given to the architectural, historical, geographical and social/cultural context of the site.
3. Media: All forms of art shall be considered. Artwork may be either portable or permanently attached.
4. Durability: Due consideration shall be given to the structural and surface soundness of permanent Artwork, and to inherent resistance to theft, vandalism and weathering.
5. Ability to Maintain: Significant consideration shall be given to the cost and amount of ongoing maintenance and/or repair anticipated, and to the City's ability to provide adequate maintenance.
6. Public Safety and Accessibility: All Artwork shall be evaluated to ensure that it

does not present a hazard to public safety and complies with all applicable building codes and accessibility requirements. In general, the following safety considerations shall be included in the PARP's selection and the BCA Board of Advisors final approval:

- a) Artwork does not sharp points, features that could pinch, crush or entrap a body or clothing, tripping hazards, or other features that could injure a member of the public
 - b) Artwork cannot be easily damaged
 - c) Artwork does not invite playing or climbing unless specifically designed to do so with appropriate consultation and standards for playground use.
7. Equity and Inclusion: The City is committed to advancing equity in the field of Public Art. To that end, the Art in Public Places Program shall actively seek to add Artwork to its public collection by artists from a range of races, gender identities, socioeconomic backgrounds, ages and abilities, and cultural identities. The Art in Public Places Program shall also strive for a range of style, scale and media. There shall be encouragement of exploratory types of work as well as established art forms, provided that such work meets the definition of Public Art or Artwork as defined in these Guidelines.
8. Environmental Impact: Evaluation of each Public Art Project shall consider the environmental impact related to the creation and life of the work, including use and sourcing of materials, manufacturing processes, potential to cause pollution, energy use, and noise or other features that may adversely affect the health of surrounding biodiversity or inhabitants.
9. Feasibility: Public Art Project proposals shall be evaluated relative to their feasibility and convincing evidence of the Artist's ability to successfully complete the Artwork as proposed. Factors to be considered include, but are not limited to: project budget, timeline, Artist's past experience, soundness of materials, City or other approval requirements, and level of community support.
10. Duplication: To assure that the Artwork will not be duplicated, the Artist will be asked to warrant that the work is unique and an edition of one unless stated to the contrary in the contract.
11. Other criteria may be established by the Public Art Administrator and User Department as dictated by a Public Art Project's particular requirements. Any additional criteria shall be outlined in the Public Art Review Panel's written instructions.

V. PROCESS FOR ACQUISITION THROUGH COMMISSIONING

The process for acquisition of Public Art through commissioning is as follows:

- A. Developing the Call to Artists. The Public Art Administrator shall consult with the User Department, Project Consultant/Architect, Project Manager and any community representatives, to determine the following:
 1. Recommended format for participation of the Artist or Artist Team in the Public Art Project's design process, if appropriate.
 2. Recommended Artist residency requirements, if any.
 3. Method of Artist Selection to be used for the Public Art Project from the following general guidelines:
 - a) Open Call Competition: Any Artist is eligible to enter, with recognition of the possible residency requirements. The Call to Artists is appropriately

advertised and a Public Art Review Panel juries the selection.

b) Limited Entry Competition: BCA invites a limited number of Artists to participate in the selection process. The Artists selected may be asked to submit digital images of past work, resumes, and letters of intent related to the specific project or specific proposals for the project under review. A Public Art Review Panel juries the selection.

c) Direct selection of the Artist: An Artist is invited to participate in the project and may be asked to develop a proposal for the project. If desired, a team of several artists may be selected. This option requires sole source approval in accordance with the City's purchasing policy.

d) Direct Purchase of an Existing Artwork: A completed work of art is purchased that meets the needs and goals of the specific project. This option requires sole source approval in accordance with the City's purchasing policy.

4. The Public Art Administrator shall develop a Call to Artists, outlining the overall approach, budget, timeline and selection process. The Call to Artists shall strive for a solution which will allow for the Artwork, whether purchased or commissioned, to be appropriate to the particular project site. Once finalized, the Call to Artists shall be provided in a timely fashion as an item for information to the Public Art Committee.

5. When work is commissioned for the City's Public Art Collection, eligible costs for Public Art will be the same as those outlined in Section VII, and ineligible costs will be those outlined in Section VIII, regardless of whether or not the project uses Percent for Public Art Funds.

6. Artists selected to develop a proposal shall be paid an artist's stipend or proposal fee in keeping with best practices. In general, no more than five percent (5%) of the total Public Art project commissioning budget should be paid in proposal fees to participating artists.

7. The Public Art Administrator shall determine the jury format most appropriate to each Public Art Project, by establishing the number of jurors, the necessary qualifications of jurors and by selecting the jurors, with input from partnering City Departments or project managers.

B. Jury Selection and Responsibilities. For each Public Artwork installation subject to jury selection (e.g., Artwork commissioned via open call or limited entry competition), a Public Art Review Panel (PARP) of arts professionals and stakeholders shall be established to serve as an independent jury for the purpose of making an Artist/Artwork recommendation. The recommendation of the jury is ultimately presented to the Public Art Committee for review and the BCA Board of Advisors for approval.

1. The following guidelines shall be used by the Public Art Administrator in the development of a PARP for each project and in determining the PARP's responsibilities:

a) The Public Art Administrator shall maintain a file of potential "pre-qualified" jurors containing information on the interest, experience and expertise qualifying individuals to serve in this capacity, and shall solicit pre-qualified jurors on an ongoing basis. No person may serve as a juror if they have a conflict of interest. Jurors may be from Burlington and from other towns, but a majority of any jury must be a resident or taxpayer in Burlington.

b) In general, each PARP shall be comprised of five to seven members,

depending upon the size and complexity of the individual project.

c) In general, a PARP should include representation as follows: at least one local juror who works or resides in the neighborhood where the project will occur; one member of the project Design Team/person with the most technical understanding of the site, one or two jurors that are Arts Professionals. Panelists should be included who will bring multiple perspectives to the selection process, including from a range of races, gender identities, socio-economic backgrounds, ages and abilities.

d) In general, the PARP may be buttressed by advisors, including members of the User Department, the Project Manager, or a community member where appropriate, who shall provide information about the planned use of the project, the User Department, and the context, to supplement the jurors' full understanding of the project. The advisory panelists' recommendations should be weighted considerably in the jury's consideration of a proposal.

2. A modest honorarium may be provided for jury participation. Anyone receiving compensation from the City, as either a full-time employee or a consultant, who serves as a juror shall not receive compensation for such service.

3. The Public Art Administrator shall serve as staff to the PARP and shall provide written instructions to the PARP detailing the jury's duties and responsibilities relating to the project. These instructions shall outline the method by which the PARP is to make its selection, as well as the technical and aesthetic criteria on which that selection is to be based. The PARP shall adhere to these written instructions and criteria in making its recommendation.

4. Each juror shall have one vote, with no juror possessing the right of veto. If a consensus cannot be reached by the PARP within a reasonable amount of time as determined by the Public Art Administrator, then a vote shall be taken with the majority carrying the decision. The PARP's final recommendation is presented to the Public Art Committee for review at the earliest feasible Public Art Committee meeting.

5. The jury shall have the option of making no recommendation, if there is no proposal judged to be of sufficient merit. In such instances the matter shall be considered by the BCA Executive Director for resolution, which may include a new selection process or the abandonment of the project and the assignment of any allocated Percent for Art funds to another project.

6. In the case of a Design Team Approach, jurors may not be tasked with selecting from proposals for specific Artwork, but may be asked to interview artists in conjunction with the Design Team with the goal of selecting the best match for the team and the project.

C. Criteria for Selection of Artists

1. All open call competition Public Art Projects are open to any professional Artist or Artist Team, within a project's specific requirements. Members of the Project Consultant/Architect's firm or anyone employed thereby, members of the jury, or employees of the City of Burlington or immediate family members of any of these, unless the project criteria specifically state otherwise, shall be excluded from consideration.

2. For all acquisition processes, the Public Art Administrator will encourage proposals from artists who have not proposed through BCA in the past. The Public Art

Administrator will also conduct outreach whenever possible to encourage submissions by Artists who have not had equitable access to opportunities in the arts.

3. The Public Art Administrator may prescreen and evaluate applicants, relative to the minimum candidate criteria and qualifications outlined in the Call to Artists. The Public Art Administrator shall present the slate of qualified candidates for review by the PARP. Along with the candidates recommended for review, the PARP may request a list of all project applicants, including a list of those applicants screened out by the Public Art Administrator, along with a reason for their elimination.

4. Artists shall be pre-screened on the basis of the appropriateness of their proposal to the specific project and the probability of its successful completion, as indicated by the merit of their past work. In the case of a Design Team approach, Artists shall be pre-screened on the basis of their previous work, their proven ability to work as a member of a Design Team, their preliminary idea(s) or approach to the project, and their willingness to fully participate in a collaborative process. In the case of a community-based art approach, an artist's track record in such and probability of its successful completion, as indicated by the merit of his/her past work shall also be considered a criterion for selection.

5. In making its selection, the jury shall bear in mind the goals and intent of the Art in Public Places Program outlined in Section II.

6. The PARP shall, in making its selection, give due consideration to all aspects of the proposed Artwork, including the appropriateness of the proposed design, its materials and construction for questions of maintenance, durability, potential for vandalism, public access, appropriateness, safety and security.

D. Review of the PARP's Selection

1. Once the PARP's selection is made, the Public Art Administrator will forward the recommendation to the Public Art Committee for review.

2. The Public Art Committee shall review the recommendation of the PARP. In reviewing the PARP's recommendation, the Public Art Committee shall take into account the Program's goal of developing a diverse collection, its commitment to the jury process and role of the process in best practices. These considerations should outweigh individual aesthetic preferences in the Committee's review of the jury's recommendation. The Public Art Committee shall make a recommendation to the BCA Board of Advisors, and upon its approval of the selection the Board shall certify in writing that said proposal is fitting and appropriate to the function and location. In the event that the Public Art Committee or the BCA Board of Advisors has questions regarding the jury's recommendation, those questions shall be referred, in writing, to the Public Art Administrator for clarification.

3. The BCA Board of Advisors' approval shall then be provided in writing to the Executive Director, whereby the request for an Artist's contract shall be initiated. The appropriate contract, either a Design Team, a direct purchase, or a commission contract, shall subsequently be drafted by the City of Burlington Attorney's Office in consultation with BCA staff. Contracts will be approved in accordance with the City's purchasing policy.

E. Contracting with Artists

1. Upon submittal of the approval to the Executive Director, the City shall contract with the Artist(s). Depending upon the scope of professional work to be undertaken by

the Artist and the nature of the agreement, several contractual arrangements are possible:

- a) In those instances where an Artist(s) is commissioned to participate in a Design Team project, a contract for professional design services shall be employed. The contract shall require that the Artist(s) work collaboratively with the Project Consultant/Architect to produce an Artwork proposal that meets the functional, aesthetic and fiscal requirements of the project. In return, the Artist will be paid a design fee for his/her professional services. Upon approval of the Artwork proposal by the City of Burlington, the Artist and the City may subsequently enter into a contract for the creation and installation of the Artwork.
 - b) In those instances where an Artist(s) is commissioned to create a proposed work of art, a contract for the commission of a work of art shall be employed. This contract shall require that the Artist(s) design, produce, deliver and install a work of art for a guaranteed maximum cost and by a predetermined time which is in keeping with the construction project schedule.
 - c) In those instances where an existing work of art(s) is directly purchased from an Artist, a contract for the purchase of an existing work of art shall be employed. This contract shall indicate that the City agrees to pay a specified sum of money in return for the work of art.
2. All contracts shall clearly assign the following rights to the Artist and the City:
- a) Generally, all copyright privileges associated with a work of art shall be assigned to the Artist. The Artist(s) shall in turn grant the City the right to reproduce the work of art, as needed, in two-dimensional form for non-commercial purposes.
 - b) In addition, the Artist will agree that the City may move, remove, or modify the setting of the art work without notice, except that if the site is integral to the work and its concept, the City will first seek the Artist's written permission. However, if the Artist does not consent, and declines to accept the return of the art work and move or remove it at the Artist's own expense, the City may proceed with its plans. If the work is significantly altered without the Artist's written permission, the Artist shall have the right to disclaim authorship of the work of art. Other specific provisions may be requested, depending on the situation.
3. All contracts should include, among others, at least the following representations by the Artist:
- a) The work of art is the result of the artistic effort of the Artist, except in the case of a design team collaboration.
 - b) The work of art is unique and original.
 - c) The work of art, or a duplicate thereof, has not been created and sold elsewhere.
 - d) The work of art will be executed and fabricated in a professional manner.
 - e) The work of art, as fabricated and installed, will be free of any defects in material and craftsmanship, including any defects associated with "Inherent vice", or other characteristics which might cause or accelerate deterioration of

the work of art. This shall include a guarantee against such occurrences for a period of at least one year from the date of installation of the work of art.

4. Prior to acceptance by the City of the work of art, the Artist shall issue a statement certifying that the art is free and clear of any liens.
5. The Artist shall provide the City with suggested maintenance guidelines for the art work.
6. Generally, unless required by state or federal law, an Artist will not be required to post performance bonds. Performance by the Artist may be contractually ensured through phased payment for work completed.
7. General liability, automobile worker's compensation, and other insurance requirements shall be based on City standards.
8. The City of Burlington may require that the working drawings for a work of art be certified by an independent licensed engineer, at the Artist's expense. Where questions arise as to the structural integrity of the work, the City may instruct the Artist to make the appropriate modifications.
9. During the period of time the work of art is being fabricated and prior to its being fully installed and accepted by the City, the burden of insuring the work against risk of loss or damage shall be borne by the Artist.

F. Project Implementation

1. The Public Art Administrator shall work with the Artist to determine the appropriate budget for each project to ensure that all necessary costs are met. The Public Art Administrator shall approve the final budget.
2. Where appropriate, the Project Consultant/Architect shall incorporate the requirements of the work of art into the construction documents, including time of delivery and installation.
3. The Artist may be asked to make a public presentation at an appropriate time and venue in the community where the Artwork is to be sited.
4. Prior to the fabrication of the Artwork, the Artist must obtain approval of the final design by the Public Art Committee as specified in the Artist's contract with the City.
5. In the case of a Design Team approach, it will be the primary responsibility of the Artist and the Project Consultant/Architect to collaborate on the design of the Artwork and its relationship with the site and to bring the design, in its formative stages, to the Public Art Committee for review in collaboration with the Public Art Administrator, and approval by the BCA Board of Advisors. The review and approval shall, whenever possible, appropriately parallel the Project Consultant/Architect's presentation of schematic, design development and construction documents to the user and managing departments. The stage at which final approval of the design occurs will vary from project to project, and shall be specifically set out in the Artist's contractual agreement with the City of Burlington.
6. On-site activity in connection with the installation of the Artwork shall be handled by the Artist and/or their installer, the Public Art Administrator and the appropriate City representatives within the departments having jurisdiction over the site and/or construction.
7. Periodic milestone meetings between the Artist, the Public Art Administrator, and the Project Manager shall be held to ensure the proper integration of the Artwork into the building/site.

8. The Public Art Administrator shall function as a liaison between the Artist and the various City Departments involved in the completion of each Artwork. In instances where construction matters cannot be resolved between the Artist and the Project Consultant/Architect, the Project Manager shall consult with the Public Art Administrator, and the Executive Director shall make the final decision on the conflict.
- G. Project Documentation
 1. The Public Art Administrator shall establish and maintain appropriate records on each project, which shall include records of the PARP's and the BCA Board of Advisors actions, interdepartmental agreements, and all billing and correspondence related to the project. In addition, the Public Art Administrator shall establish and maintain records to ensure adequate standards of acquisition, documentation, registration, care and installation of the work of art.
 2. The Public Art Administrator shall establish and maintain a system for cataloging Artwork acquired by the City that is in keeping with the standards in the field.
 3. All records submitted to the Public Arts Administrator in connection with this process shall be public records of the City of Burlington.

VI. PROCESS FOR ACQUISITION OF PUBLIC ART THROUGH GIFTS

Before a gift of Artwork may be accepted by the City into its Public Art collection, it must meet certain standards and processes. These guidelines are not intended to address Artwork gifted for the purposes of resale.

- A. Proposed gifts of Public Art require a Public Art submission to begin a review process. Submissions must include:
 1. Gift Value. A statement of gift value, including the value of the work, costs associated with the gift, and the value of a maintenance endowment.
 2. Materials. A maquette of any large three-dimensional work and perspective drawings that demonstrate the relationship of the Artwork to the architecture and/or site or a complete drawing of the two-dimensional work. Material samples for the Artwork and any relevant construction materials should be provided.
 3. Site Plan. A two dimensional plan that shows the proposed location of the Artwork, and a photograph of the proposed installation site and surrounding environment.
 4. City Department Support. A letter of support from the Department Head charged with managing and maintaining the proposed location.
 5. Construction Documents: Utility connections, site modifications, structural reinforcements or other engineering requirements or site modifications should be described in the gift proposal and reflected in the construction plans and specifications. The donor/sponsor is responsible for providing and submitting engineering and architectural plans, as required according to Building Code or as requested by the City. Such plans must be prepared, signed and stamped by the appropriate design professional licensed in the state of Vermont.
 6. Recommended maintenance plan.
- B. Accepting Gifts of Artwork. The following procedure for acceptance shall be used when a proposed gift submission is received:
 1. Consultation with Staff. The Public Art Administrator shall refer the item to the BCA Executive Director and/or BCA Development Director to consult with the donor about the proposed gift.

2. Public Art Committee Review. The Submission shall be reviewed based on the Criteria for Selecting Artists and Art Work outlined in Section V and recommended for acceptance to the appropriate approval body.
3. Acceptance. Acceptance must follow the City's policy for accepting gifts. Acceptance will be coordinated with the Annual Plan for Public Art. Submissions that are accepted by the Public Art Committee will be referred to the Public Art Administrator for management. Acceptance is contingent on receipt of payment from the owner for all costs associated with the gift, including transportation, installation, and maintenance endowment and staff time.
4. Review of Fabrication and Installation. Works of art that are accepted will be subject to review by the Public Art Administrator throughout fabrication and installation. Specific plans for site design, installation, maintenance and protection will be submitted for approvals. The completed Artwork may not deviate in any way from the proposal reviewed by the Public Art Committee unless the Committee approves the change. Deviation from the reviewed design is cause for rejection of the gift.
- C. Costs Associated with the Gift. Generally, all costs associated with the gift must be borne by the donor. Costs may include, but are not limited to, the costs associated with design, engineering, building permits, fabrication, installation, general insurance and maintenance. The donor/sponsor will also be responsible for the design and cost of any pedestal, identification plaque, base, structural support and landscaping of site that may be required and must provide a maintenance endowment for the Artwork. BCA may also require an administrative fee to cover costs associated with staff coordination and oversight of the project.
- D. Maintenance Endowment. Generally, an endowment fund adequate to ensure the continued care of gifts of art shall be required for all outdoor Artworks and may be required for indoor Artworks to maintain the gift in a condition satisfactory to the donor and the City. The amount of the maintenance endowment shall be negotiated with the donor on a project to project basis. Scale, material, location, value of the work and potential for vandalism will be considered in determining the maintenance endowment.
- E. Removal, Relocation or Deaccessioning of Gifts of Public Art. In accepting a gift of Artwork, the City shall not be bound by any agreement with the donor that restricts the City's ability to act in the best interests of the City. Nothing in the acceptance of a gift of Artwork shall prevent the City from approving subsequent removal, relocation or deaccessioning of such gifts if it serves the City's best interest to do so. The City shall deaccession and dispose of works of art in its collection in accordance with the Deaccessioning policies as described in Section XII.
- F. Memorial gifts shall be referred to the City Council for review and acceptance.

VII. PERCENT FOR PUBLIC ART FUND CALCULATION

- A. Per the Percent for Art Ordinance, 21-122 Eligible Projects, all City Department heads shall, after consultation with the Chief Administrative Officer, include a Percent for Art allocation in all estimates of necessary expenditures and requests for authorizations and appropriations for Eligible Projects.
- B. Percent for art allocations for Eligible Projects shall be budgeted as an expense within the Eligible Project budget line 9500.807 and transferred upon annual budget approval to Capital restricted fund account 807.
 1. Of the total of any amount transferred Account 807, up to 15% of the total may be allocated to Administration – Public Art, to fund expenses including
 - a) photographs and digital images of the completed work for the purposes of

- routine documentation of projects,
 - b) website development for the collection,
 - c) staff and/or consultant time dedicated to managing Public Art
- 2. Of the total any amount transferred to Capital Account 807, up to 15% of the total may be allocated to Maintenance - Public Art to fund expenses for repair, restoration, conservation and maintenance.
- C. Eligible Projects that calculate a Public Art percentage of less than \$10,000 generally shall not include a work of Public Art in the project and the funds shall be pooled in the unallocated Capital restricted fund Account 807 to be applied to another project budget, or to be combined with other funding sources to establish a realistic project budget to be considered for inclusion in the Annual Plan for Public Art.
- E. City staff shall use reasonable efforts to obtain appropriate approvals from any funding source for any capital improvement project, to allow use of one percent (1%) of such funds for the acquisition of Public Art. Such efforts shall include, without limitation, identifying Public Art in grant applications for capital improvement projects, efforts to include expenditures for Public Art in developer-funded infrastructure projects, and efforts to include Public Art in developer-constructed infrastructure and public facilities.
- F. If the City enters into an agreement with another public entity, whereby City funds are transferred to such other public entity for the capital improvement project that would otherwise be deemed subject to the Public Art requirements under this title, City staff shall use reasonable efforts to include in such agreement, whenever it is lawful to do so, a requirement that the recipient entity or its successor in interest shall take appropriate measures to insure that not less than one percent (1%) of the city funds so transferred are expended for acquisition of Public Art.

VIII. EXCLUSIONS FROM PERCENT FOR ART CALCULATION.

Consistent with the Percent for Public Art Ordinance, the following costs that may be related to a capital project are generally not required to be included in the calculation of the Eligible Project budget for the project from which the 1% for Public Art is calculated:

- A. Funds that are limited by law, regulation, bond covenant, grant terms, or funding agency rules
- B. Projects funded by a bond for which the voters did not authorize the use of funds for Public Art
- C. The City Council specifically determines that a particular project will not fund the 1% for Public Art.

IX. ELIGIBLE AND INELIGIBLE COSTS AND USAGE OF THE PERCENT FOR PUBLIC ART FUND

A Public Art Project that has been approved in the Annual Plan may transfer funds from Capital Account 807 into a project account established for that Public Art Project under 807 Commissioning – Public Art.

- A. Eligible costs for Percent for Public Art Fund include:
 - 1. The work of art itself
 - 2. Artist's design fees
 - 3. Additional labor, materials, and contracted services required for the production and installation of the work of art
 - 4. Artist's operating expenses related to the project, including community• involvement activities, where applicable

5. Artist's travel related to the project
 6. Transportation of the work of art to the site;
 7. Installation of the work of art
 8. Identification plaques and labels
 9. Frames, mats, mounting, anchorages, pedestals, containments, foundations, footings, or materials necessary for the installation, location or security of the work of art.
 10. Permits or fees necessary for the installation of the work of art.
 11. Legal costs directly related to the project.
 12. Insurance premiums related to the project.
 13. Costs associated with performing a structural analysis of a proposed work of art.
- B. Ineligible Costs. In addition to the ineligible costs in Section 21-24 of the Percent for Public Art Fund ordinance, the following costs are ineligible percent for Public Art allocations:
1. Reproduction, by mechanical or other means, of original Artworks, except in cases of film, video, photography, printmaking or other media arts.
 2. Decorative, ornamental, or functional elements which are designed by the architect or consultants engaged by the architect, as opposed to an artist commissioned for this purpose.
 3. Those elements generally considered to be components of a landscape architectural design or landscape gardening.
 4. "Art Objects" which are mass produced of standard design, such as playground sculpture.
 5. Directional or other functional elements, such as supergraphics, signs, color coding, maps, etc., except where included by the artist as an integral part of an artist's work.
 6. Those items which are required to fulfill the basic purpose of a Department. Examples would be works of art that are fulfilling an interpretive or educational role in a City facility or park.
 7. Landscape architecture and landscape gardening except where these elements are designed by or in collaboration with the artist and are an integral part of the work of art.
 8. Services or utilities needed to routinely maintain or operate the Artwork over time.
 9. Design fees for the overall capital project or capital project consultant/architect's fees.
 10. Agent/gallery commissions or fees.

X. OTHER FUNDING SOURCES FOR PUBLIC ART PROJECTS

Public Art Projects may have sources of funding independent from or in addition to the Percent for Art Fund. Other sources may include:

- A. Grants. Wherever not limited by law or funding agency rules, grant applications for federal, state or private support of Eligible Projects shall include a request for funds for the purposes of the Percent for Public Art allocation. Additionally, the City of Burlington shall encourage its partners in all public/private ventures to participate in the Percent for Art Program.
- B. Departmental Budgets and Donations. Nothing is intended to prohibit the mayor or any other city official in conjunction with the submission of the annual capital or operating budgets of the city, respectively, and subject to the approval of the city council, from designating

additional funds including donated funds, subject to applicable restrictions, to be utilized to purchase or commission Public Art. These funds shall be accounted for in expense line 9500.807.

C. Financing districts. Subject to any applicable legal restrictions on such financing, the city shall use reasonable efforts to provide that the formation documents for future financing districts include a requirement that one percent (1%) of the cost of the capital improvement projects financed by the financing district shall be expended for the acquisition and installation of Public Art.

D. City assisted private project. CEDO and any other department of the City assisting in private development projects shall use reasonable efforts to provide for Public Art funding during negotiations with developers for development agreements. The City shall offer the developers the option of (i) expending one percent of the total estimated project costs on Artwork to be located onsite or (ii) placing six-tenths of one percent (0.6%) of the estimated total project costs in the Public Art Fund, to be used by the City for Public Art in accordance with these guidelines.

The Mayor, in consultation with the Executive Director of BCA and with the input of the City Attorney's Office on any legal barriers, will resolve disagreements between departments regarding whether a funding source may be spent upon Public Art.

XI. COLLECTION MANAGEMENT, CONSERVATION & MAINTENANCE

A. The cataloging, care and maintenance of all sculptures, statues, murals, paintings and other art media belonging to the City, other than and excepting those located on properties under the jurisdiction and control of the Burlington School District and the Burlington International Airport, shall be under the jurisdiction of BCA.

B. BCA shall be authorized to enter into agreement with the Parks Department, upon such terms as may be mutually agreed, for the cataloging, care and maintenance of any or all of the above media located on properties under the jurisdiction of the Parks, Recreation and Waterfront Department.

C. BCA is authorized to propose to the Council to sell or exchange works of art under its jurisdiction on behalf of the City with the concurrence of the BCA Board of Advisors under the terms specified under Section XII. Planned sales may be authorized through the Annual Plan for Public Art.

D. The City, through BCA, may license the making of reproductions or adaptations of works of art under its jurisdiction. Note: BCA must confirm that it has an appropriate license from the artist who holds the copyright to make reproductions or adaptations of a work of art.

E. The Public Art Committee reviews collections issues and makes recommendations to the BCA Board and Park Arts and Culture Committee relative to all aspects of the management of the collection that require Council Resolution, including, but not limited to, the approval to deaccession Artwork through sale or exchange, or authorize the removal, alteration, or destruction of any Artwork under the City's jurisdiction.

F. The Public Art Administrator shall coordinate the care and maintenance of the collection, including:

1. Developing and maintaining an inventory of the collection's maintenance needs
2. Identifying funds for maintenance and conservation needs and applying for grants
3. Contracting for and managing maintenance and conservation contracts
4. Maintaining an inventory of the City's collection

G. The BCA Executive Director may authorize the emergency removal, alteration or

destruction of an Artwork without Park Arts and Culture Committee's approval under the conditions specified in Section XII.

XII. DEACCESSION, REMOVAL, ALTERATION, AND DESTRUCTION POLICIES AND PROCEDURES

It is the objective of the Art in Public Places Program to acquire works of art of the highest quality. Acquisition by the City implies a commitment to the preservation, protection and display of the Artwork for the public benefit. Acquisition implies permanency within the collection, as long as the work maintains its physical integrity, identity and authenticity, and as long as it remains useful to the purposes of the people of the City of Burlington. When any of these conditions is no longer present, the Public Art Committee may propose removal from public display and/or deaccessioning to the City Council's Park Arts and Culture Committee.

A. Removal from Public Display: If the Artwork is removed from public display, the City may consider the following options:

1. Removal: The BCA Board, with recommendation from the Public Art Committee, may determine that an Artwork must be removed from its original site.
2. Relocation: If its condition is such that it could be re-installed, BCA may attempt to identify another appropriate site. If the Artwork was designed for a specific site, BCA may attempt to relocate the work to a new site consistent with the artist's intention. If possible, the artist's assistance will be requested to help make this determination.
3. Storage: Store object until a new site has been identified or the City Council decides to deaccession the Artwork.
4. Sale or Trade of Object after deaccession.

B. Provisions for Emergency Removal: In the event that the structural integrity or condition of an Artwork is such that, in the opinion of the BCA's Executive Director, the Artwork presents an imminent threat to public safety, the Director may authorize its immediate removal or other steps to eliminate the threat, without action by the BCA Board or the City Council's Park Arts and Culture Committee or the Artist's consent, and have the work placed in temporary storage. The Artist must be notified of this action, including an explanation of the threat, as soon as practical, but at least within 30 days.

C. Deaccessioning: In general, works of art contained in the City's collection will not be deaccessioned within 10 years after acquisition, unless the work was commissioned to be in public view for a defined period of time. The City shall deaccession and dispose of works of art in its collection only in the public interest and as a means of improving the quality of the collections.

D. Consideration of Alternatives for Disposition of Public Art: In considering various alternatives for the disposition of deaccessioned objects, the City should be concerned that:

1. The manner of disposition is in the best interests of the City and the public it serves.
2. Preference should be given to retaining works that are a part of the historical, cultural, or scientific heritage of the City of Burlington and the State of Vermont, even if the works are not permanently displayed.
3. Consideration should be given to placing the art objects, through gift, exchange, or sale, in another tax-exempt public institution where they may serve the purpose for which they were acquired initially by the City.
4. Objects may not be given or sold privately to City employees, officers, members of the governing authority, or to their representatives, except as specified below.

E. Conditions: A work of art may be considered for removal from public display and/or

deaccessioning if conditions such as the following apply:

1. The work no longer fits within the Art in Public Places Program's mission, goals, or guidelines for the City's art collection.
2. The work presents a threat to public safety.
3. Condition or security of the work cannot be guaranteed, or the City cannot properly care for or store the work.
4. The work requires excessive or unreasonable maintenance, or has faults in design or workmanship.
5. The condition of the work requires restoration in gross excess of its aesthetic value, or is in such a deteriorated state that restoration would be unfeasible, impractical or misleading.
6. No suitable site for the work is available, or significant changes in the use or character of design of the site have affected the integrity of the work.
7. The work interferes with the operations of City government.
8. The work is judged to have little or no aesthetic and/or historical or cultural value, or its value is outweighed by negative considerations.
9. The City wishes to replace a work with a more appropriate work by the same artist.
10. The work can be sold to finance, or can be traded for, a work of greater importance to the Art in Public Places Program's mission or goals.
11. Written request from the Artist has been received to remove the work from public display or public ownership.
12. The work is duplicative in a large holding of work of that type or of that artist.
13. The work is fraudulent or not authentic.
14. The work is rarely or never displayed.

F. Process: The following steps shall be followed for works being considered for deaccessioning:

G. Absence of Restrictions: Before disposing of any objects from the collections, BCA will consult with the City Attorney's Office, the Chief Administrative Officer, and the Mayor to ensure that all legal requirements are met. If the work was donated, BCA should notify the donor if it intends to dispose of a donated object within ten years of receiving the gift or within the donor's lifetime, whichever occurs sooner. If there is any question as to the intent or force of a donor's restrictions, BCA shall seek the advice of the City Attorney.

H. BCA Staff Report: BCA staff shall prepare a report which includes a staff evaluation and recommendation along with the following information:

1. City Attorney's Opinion: The City Attorney shall be consulted regarding any restrictions that may apply to a specific work.
2. Rationale: An analysis of the reasons for deaccessioning and its impact on the Collection and the artist, and an evaluation of the Artwork.
3. Community Opinion: If pertinent, public and user department and commission feedback on the dispensation of work in question.
4. Independent Appraisal or other documentation of the value of the Artwork: Prior to disposition of any object having a value of \$10,000 or more, BCA staff should obtain an independent professional appraisal, or an estimate of the value of the work based on recent documentation of gallery and auction sales.
5. Related Professional Opinions: In cases where deaccessioning or removal is recommended due to deterioration, threat to public safety, ongoing controversy, or lack

of artistic quality, it is recommended that BCA seek the opinions of independent professionals qualified to comment on the concern prompting review (conservators, engineers, architects, critics, safety experts etc.).

6. History:

- a) Provide written correspondence, press and other evidence of public debate.
- b) Original Acquisition method and purchase price.
- c) Options for Disposition.
- d) Replacement Costs.

I. Public Art Committee Hearing: The BCA staff's recommendation to deaccession a work of art will be considered by the BCA Board of Advisors, and it shall make a recommendation to the City Council's Park Arts and Culture Committee.

J. Park Arts and Culture Committee and Resolution: The City Council's Park Arts and Culture Committee will then consider whether to recommend deaccession to the Council. The Council must then by resolution make the final decision that a work of art should be deaccessioned through sale or exchange.

K. Sale or Exchange of Artwork: When the City Council determines that it would be advantageous to the City, a work of art under the City's jurisdiction may be sold or exchanged as follows:

1. Exchange: BCA may exchange a work of art on such terms as the City Council, upon recommendation by the Public Art Committee, determines appropriate, provided that any exchange is subject to the approval of the other individual or entity party to the exchange.
2. Sale at Public Auction: A work of art under the jurisdiction of the City may be sold at public auction to the highest bidder, and the City may contract with a licensed auctioneer for the purpose of conducting the sale or sales. The contract shall specify the compensation to be paid for the auctioneer's services and set forth the terms and conditions under which the sale or sales are to be conducted.
3. Private Sale: If the work is offered at public auction and no bids are received, or if the bids are rejected, or if the City Council determines that the work may be sold on terms more consistent with the City's goals if sold through private sale, a deaccessioned work may be sold at a private sale. A work of art on which bids have been rejected shall not thereafter be sold through private sale for less than the amount of the highest bid received.

L. Proceeds from Sale of Public Art: All proceeds from any sale or auction shall be credited to the Percent for Public Art Fund to support future Public Art uses allowed by the fund.

M. Adequate Records: An adequate record of the conditions and circumstances under which objects are deaccessioned and disposed of should be made and retained as part of the collections management records.

N. Alteration, Modification, or Destruction of Artwork: It is the primary responsibility of BCA as a department of the City to preserve and protect the art collections under its management for the people of the City of Burlington. However, under certain conditions, and in accordance with the constraints of applicable law, the Public Art Committee may propose actions that would alter, modify or destroy an Artwork.

O. Conditions: Removal and disposal, destruction, alteration or modification of an Artwork may be considered under unusual circumstances, such as the following:

1. The work has faults of design or workmanship, or is damaged so that repair or

remedy is impractical, unfeasible or an unjustifiable allocation of resources.

2. The work poses a threat to public safety, or in some other way poses a potential liability for the City. In the event that the condition of the Artwork represents an eminent safety hazard, and cannot be removed without risk of damage or destruction, the Public Art Administrator will proceed in accordance with the provisions specified under "Emergency Removal."

3. BCA deems it necessary in order for the City to exercise its responsibilities in regard to public works and improvements, or in furtherance of the City's operations, or for any other good cause.

P. Options: If, for any of the above reasons, the City finds it necessary to pursue plans that would modify, remove, destroy or in any way alter an Artwork, and the Park Arts and Culture Committee approves such action, then BCA shall make a reasonable effort to notify the Artist by registered mail of the City's intent and outline possible options, which include, but are not limited to the following:

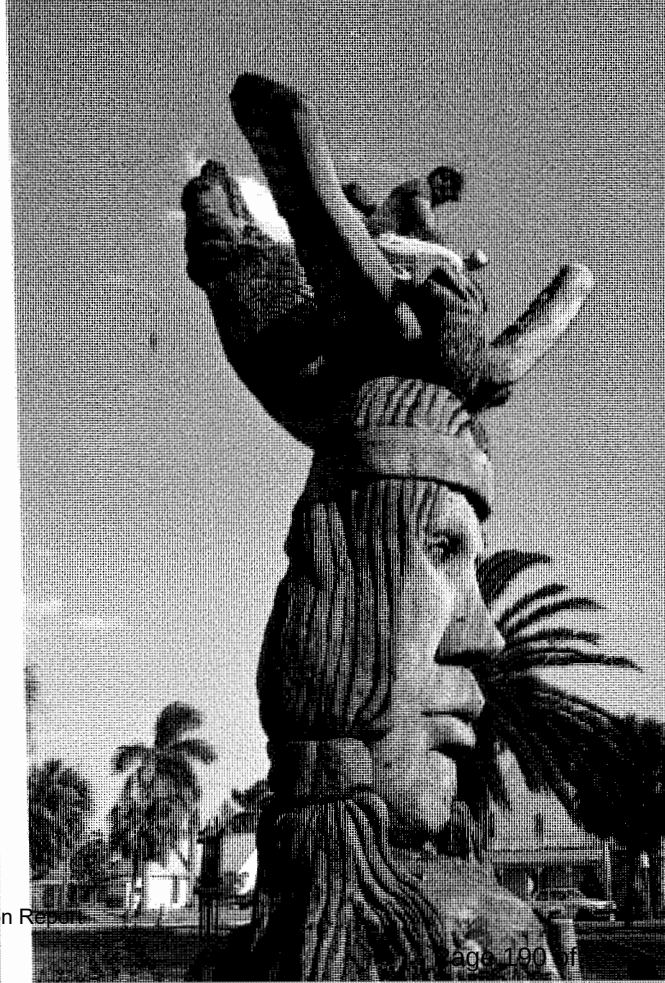
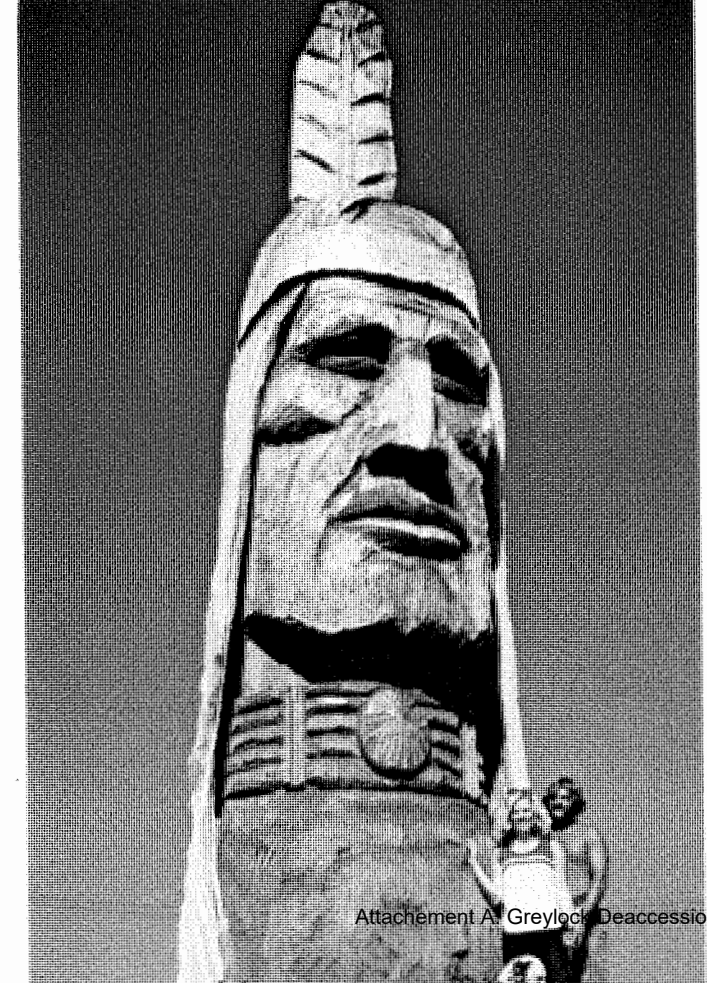
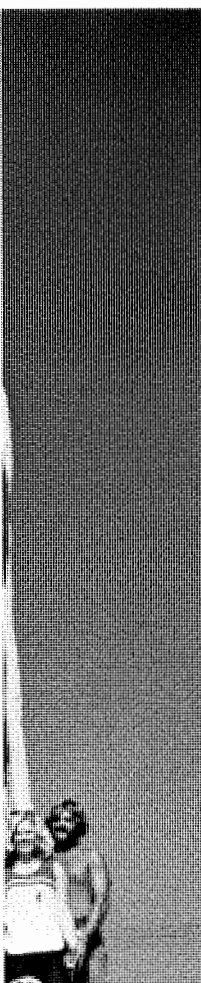
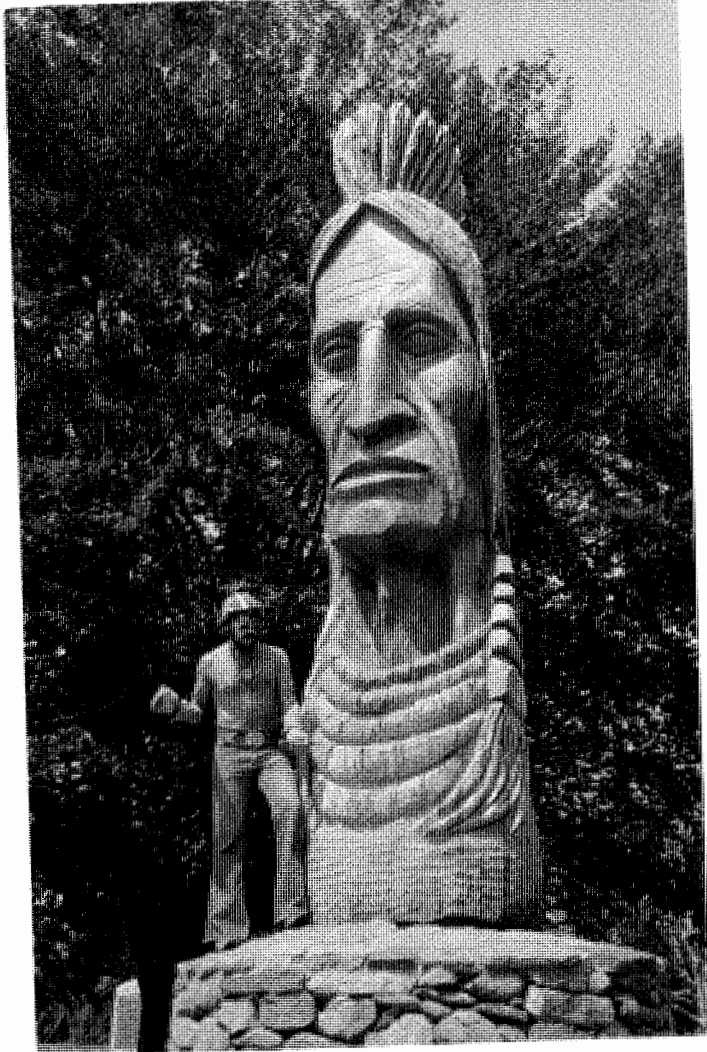
1. Transfer of Title to the Artist: The Artist will be given the first option of having the title to the Artwork transferred to them. If the Artist elects to pursue title transfer, they are responsible for the object's removal and all associated costs.

2. Disclaim Authorship: In the case where the City contemplates action which would compromise the integrity of the Artwork, the Artist shall be given the opportunity to disclaim authorship and request that their name not be used in connection with the given work.

3. Alteration, Modification or Destruction: If alteration, modification, or destruction of an Artwork protected under the Visual Artists Rights Act of 1990 is contemplated, BCA must secure a written waiver of the artist's rights under this Section. In the case of an emergency removal that may result in destruction or irreparable damage, the Director will act in accordance with the advice of the City Attorney.

XIII. AMENDMENTS TO THE GUIDELINES

Substantive amendments to these guidelines must be approved by the BCA Board of Advisors and the City Council pursuant to Burlington City Ordinances, Chapter 21, Article X (Percent for Public Art).



Sculptor Peter Toth's -

TRAIL OF THE WHISPERING GIANTS

The 40th log sculpture, in a series of 50, as gifts for each state to honor the Native Americans. Located in picturesque Valdez, Alaska. November 1981. Kathy Toth is dwarfed by the giant 30 ft. tall, 10 ft. wide sitka spruce sculpture: a composite of the Eskimo, Aleut and the Athabaskan. Tlingit, Haida, Tsimshian Indians. After 10 years of this American Journey, Toth's book INDIAN GIVER is available with photos and story of his travels.

Toth Sculptures, RT 2, Box 599, Cable, WI 54821

170168

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Address

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Sculptor Peter Wolf Toth's

TRAIL OF THE WHISPERING GIANTS

This giant 'monolithic' sculpture (Eagle and Indian Maiden - dying Bison and Indian Brave on backside) is the 10th in a series of 50, one for each of the states to raise the Nation's conscience to the plight of the Indians. Located in Punta Gorda, Florida. May 1974. After 13 years of this American Journey, Toth's book INDIAN GIVER is available with photos and story of his travels.

Toth Sculptures, RT 2, Box 599, Cable, WI 54821

174640

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Sculptor Peter Toth's

TRAIL OF THE WHISPERING GIANTS

The 42nd Indian monument in a series of 50, as gifts for each state to honor the Native Americans. Located in historical New England, Narragansett, Rhode Island. July 1982. Made in honor of the Tomaquag and Narragansett (who constructed the stone base). After 12 years of this American Journey, Toth's book INDIAN GIVER is available with photos and story of his travels.

Toth Sculptures, RT 2, Box 599, Cable, WI 54821

173748

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Sculptor Peter & Kathy Toth in front of California Indian Monument. Toth creates his gift of one monument in each of the 50 states to raise the nation's conscience to the plight of the Native Americans. Created from Giant Sequoia. It stands 43 feet high and 8 feet across at Cabot's Old Indian Pueblo Museum, Cole Eyraud, curator. Located 10 miles from Palm Springs in Desert Hot Springs. Dedication attended by Dennis Banks, May 20, 1978.

Toth Sculptures, Route 1, Toluca, Ill. 61369

161347

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Attachement A: Greylock Deaccession Report

Page 19 of 2673

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ACKNOWLEDGEMENTS AND THANKS TO

Burlington Parks & Recreation Department Commissioners

Michael McGarry, Chairman

Katherine Connolly, Past Chairman

C. Lyman Calahan

Kathleen Hibbert

Bernard Cieplicki

John Royer

Sidney C. Baker, Superintendent of Parks and Recreation

Mayor Bernard Sanders, City of Burlington

Vermont, Department of Forest, Parks and Recreation

Mr. William Hall, Chittenden County Forester

Mr. Gilbert Cameron, Windham County Forester

Mr. Nelson E. Withington, Brattleboro

The Burlington Concert Band

Drawing by Paul Phillips, Burlington

all employees of the Parks and Recreation Department

City of Burlington

and any other individuals that we have inadvertently overlooked

Greylock

DEDICATION OF STATUE AND CEREMONY

TO

CITY OF BURLINGTON

STATE OF VERMONT

AND

THE ABNAKI NATION

SUNDAY, JULY 22, 1984

6:00 PM

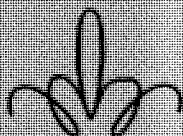
BATTERY PARK

BURLINGTON, VERMONT



Peter "Wolf" Toth's

TRAIL OF THE WHISPERING GIANTS



Peter Toth, a Hungarian native, fled Hungary to escape Communist oppression when Peter was eight years old. Nearly three years later he and his family arrived in the United States.

However, it was during those early formative years as a young goat herdsman on his family's farm that he became interested in the American Indian and also observed his father carving wood into human forms and toys as the family sat by the fire.

Little did Peter Toth, a very young Hungarian lad, realize that twenty years later these two events in his life would begin to make a dream come true.

When Peter Toth came to America he felt his dream had come true because he felt, and still feels, that America is the greatest country in the world. However, he wanted to do something to honor the American Indian and at the same time give America a gift because it had given him one -- the gift of freedom from oppression.

Peter's ultimate dream is to create at least one monument in each of the fifty states, the provinces of Canada, and the states of Mexico: a monument in every part of North America.

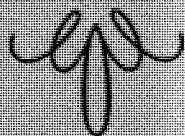
It is his hope that through his monuments the Indian will be raised to the position of honor and prestige that the original "American" should be. It is his hope that someday all fear and prejudice against all people will be erased.

Maybe the "whisper of his giants" will softly bring about this change.

The log from which Vermont's Whispering Giant has been carved is a native 34 foot red oak weighing approximately 14,000 lbs.

Transportation and erection of the log on its concrete base was provided by the Burlington Parks and Recreation Department, City of Burlington. Materials and labor has also been provided by the City. Peter Toth has donated his talent and his time.

It is our hope that the citizens of the City of Burlington and the state of Vermont will appreciate and respect the honor of being chosen to receive the gift of another "Whispering Giant."



DEDICATION CEREMONY

July 22, 1984 at 6:00 PM

BATTERY PARK

BURLINGTON, VERMONT

NATIONAL ANTHEM -- BURLINGTON CONCERT BAND

WELCOME & INTRODUCTION OF HONORED GUEST

CHIEF LEONARD LAMPMAN, ABNAKI INDIAN NATION

MAYOR BERNARD SANDERS, CITY OF BURLINGTON

MUSICAL SELECTION, BURLINGTON CONCERT BAND

SCULPTOR PETER "WOLF" TOTH

CEREMONIAL INDIAN DANCING -- ABNAKI YOUTH DANCE GROUP

HOLLY MONKS -- ABNAKI YOUTH DANCE GROUP COORDINATOR

CLOSING REMARKS

MUSICAL SELECTION -- BURLINGTON CONCERT BAND

TO GIVE DIGNITY TO MAN IS ABOVE ALL THINGS.

Indian Proverb

THESE MONUMENTS ARE GIFTS TO EACH OF THE 50 STATES
IN THE UNITED STATES, THE PROVINCES OF CANADA, AND
THE STATES OF MEXICO TO HONOR ALL NATIVE NORTH
AMERICANS.

SCULPTOR PETER TOTH

c/o Lowell Jensen

Route 2, Box 599

CABLE, WI. 54821

August 7, 1984

Mr. Bob Whalen
Dept. of Parks & Recreation
P.O. Box 3038
Burlington, VT 05401

Dear Bob,

Enclosed please find a Care of the Monument Sheet, a copy of the Boston Globe article, and the revised words that I would recommend for the (Indian statue) plaque.

I really did not change the essence of Sid's words, which by the way, I felt was very well written, however a few words did need to be added.

We're keeping very busy here in Laconia, New Hampshire. The statue is also out of red oak. Take care, Bob.

Your friend,



Peter Wolf Toth, Sculptor

PWT/kt

Enclosures

P.S. If the plaque wording is changed or shortened, could you please run it by us.

SCULPTOR PETER TOTH'S

TRAIL OF THE WHISPERING GIANTS

GIFTS OF ONE INDIAN MONUMENT IN EACH OF THE 50 STATES TO HONOR THE INDIAN

Filmed by REAL PEOPLE, KIDSWORLD, CBS-IN THE NEWS, and TV & Radio Talk Shows. Appeared in RIPLEY'S BELIEVE IT OR NOT, GRIT, CHILDREN'S WEEKLY READER and carried by AP and UPI in major newspapers nationwide.

CARE OF MONUMENT

- 1) Use clear CUPRINOL wood preservative. (If unavailable, use Woodlife, Waterlock, or Penta.)
- 2) Spray several saturating coats on dry wood ~~over several days~~.
- 3) Let dry for ^{a week or two} ~~several more days~~, then brush ^{face and top} with urethane or varnish. (2 or 3 coats)

This procedure to be repeated at least once a year or more frequently if needed.

5/31/83

PETER TOTH

Peter Toth

Sculptor Peter Toth, c/o Lowell Jensen, Rt. 2, Box 599, Cable, WI 54821

Attachement A: Greylock Deaccession Report
TO GIVE DIGNITY TO A MAN IS ABOVE ALL THINGS — Indian Proverb

Page 195 of 673

Loveland Co. Monument
Peter Toth with Ann
Strange Owl.

SCULPTOR PETER TOTH'S

TRAIL OF THE WHISPERING GIANTS

GIFTS OF ONE INDIAN MONUMENT IN EACH OF THE 50 STATES TO HONOR THE INDIAN

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May 31, 1983

RECEIVED
CITY CLERK'S OFFICE
BURLINGTON, VT. 05401
JUN 6 1983

Mayor Bernard Saunders
City of Burlington
Burlington, VT 054—

Dear Mayor Saunders,

Last October Mr. Leon Goddette, Selectman of Groton, Connecticut, contacted your office in regards to my work. I'm hand carving one giant Indian log monument in each of the 50 states, as gifts, to honor the Native Americans. After 12 years of travel and hard work, I have finished over 42 states. I am considering placing the monument for the state of Vermont in your city (Burlington).

My giant Indian statues throughout the country have been valued up to \$100,000. I do not accept any compensation for my work, monetary or otherwise, however, I do need a great deal of community support.

Materials needed are:

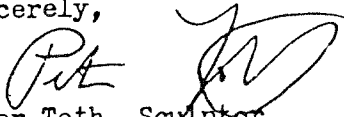
- A giant log; as much over 50 inches in diameter as possible and over 25 feet long. (A large tree—pine, oak, etc.—can be obtained at no charge from the State Forest Dept. for this state monument project.)
- Wood preservative and varnish.
- A cement base, including steel rods.
- The use of a crane and scaffold.
- A visible and protected place and the assurance that it will be well taken care of.

Please be reminded that all materials can be acquired at no cost to the city through community support, each business donating certain materials and services. (Cost would be nominal even with little community support.)

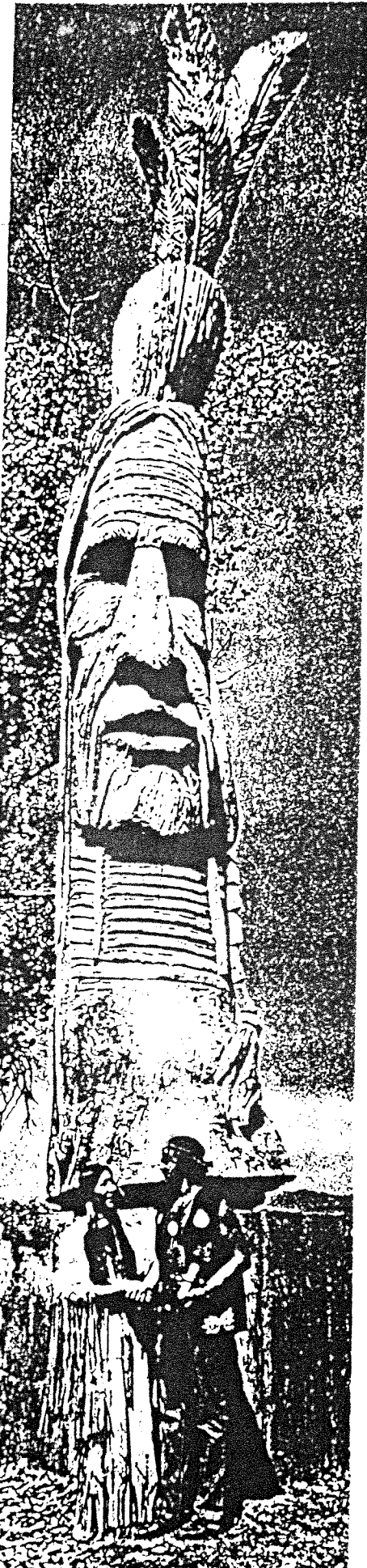
The only thing that I will need is electricity for my self-contained trailer that I live and work out of at the site.

Please let me hear from you at your earliest convenience and indicate your (the City's and/or Chamber of Commerce's) desire to pursue the acquisition of my statue.

Sincerely,


Peter Toth, Sculptor

PT/kt
Enclosure



Loveland Co. Monument
Peter Toth with Ann
Strange Owl.

Sculpture by Peter Toth, 1983, Delacorte Library, Rt. 2, Box 599, Cable, WI 54821

SCULPTOR PETER TOTH'S

TRAIL OF THE WHISPERING GIANTS

GIFTS OF ONE INDIAN MONUMENT IN EACH OF THE 50 STATES TO HONOR THE INDIAN

Filmed by REAL PEOPLE, KIDSWORLD, CBS-IN THE NEWS, and TV & Radio Talk Shows. Appeared in RIPLEY'S BELIEVE IT OR NOT, GRIT, CHILDREN'S WEEKLY READER and carried by AP and UPI in major newspapers nationwide.

MATERIALS NEEDED

What is needed for the Indian monument is a huge log over 50 inches diameter and over 20 feet in length.

An approximately 4 ft. square cement base above ground (larger if base of statue exceeds 4 ft.). This would involve digging a footing below the frost line, erecting a form, reinforcing steel rods for the cement, and approximately 4 to 6 square yards of cement.

Eight steel rods, $1\frac{1}{4}$ inch diameter, of which 4 would be threaded and 36 inches long with bolts and washers and the remaining 4 not threaded and 6 ft. long. The 8 steel rods will protrude thru the cement holding the sculpture up several inches from the base to promote 24 hour air circulation. (Holes will be drilled in the base of the wood sculpture to synchronize with the rods. See enclosed photo.)

We need the use of a crane to stand the monument erect.

Then scaffold and planks will be needed so I can complete the monument in an upright position.

Also, approximately 20 gallons of Cuprinol clear wood preservative or if unavailable Waterlock, Woodlife, or Penta, and also 4 to 6 gallons of urethane exterior varnish is needed.



Loveland Co. Monument
Peter Toth with Ann
Strange Owl.

Sculptor Peter Toth, c/o Lowell Hanson, Rt. 2, Box 599, Cable, WI 54821

COMMISSION

C. LYMAN CALAHAN
MICHAEL J. McGARRY
JOHN R. ROYER

~~JULES E. BRULATOUR~~
~~EDWARD S. BAREWICZ~~

Katherine Connolly
Kathleen Hibbert



CITY OF BURLINGTON
DEPARTMENT OF PARKS AND RECREATION

~~CITY HALL~~

BURLINGTON, VERMONT 05401

~~802-662-5728~~

P.O. Box 3038

Burlington, VT 05401

(802) 864-0123

SIDNEY C. BAKER
Superintendent

RAYMOND J. TANGUAY
Recreation Specialist

ROBERT J. VERNER
Park Manager

BURTON H. SHANGRAW, JR.
Maintenance Director

COST ESTIMATE

Peter Toth Vermont Indian Monument

Fell tree and skid to roadside		\$ 150.00
Transport log from Brattleboro to Burlington		960.00
1 crane x 8 hrs x \$60.00/hr	\$480.00	
1 flatbed truck x 8 hrs x \$60/hr	480.00	
	<u>\$960.00</u>	
Monument base		415.00
formwork -- 4' x 4' x 6'	\$ 60.00	
steel rods - 4-1 $\frac{1}{4}$ " x 36",		
4-1 $\frac{1}{4}$ " x 72"	140.00	
concrete - 4 cu. yds and		
delivery	215.00	
	<u>\$415.00</u>	
Mounting of log onto base -- 1 crane x 3 hrs x \$60.00/hr		180.00
Scaffolding rental -- 4 sections x \$15.00/section/month		60.00
Preservative -- 20 gals clear Cuprinol-	\$260.00	
6 gals spar varnish -	145.00	
	<u>\$405.00</u>	405.00
TOTAL-		\$2,170.00

LETTER OF TRANSMITTAL

TO

Bob Whelan
 Parks & Rec. Dept

WE ARE SENDING YOU ☒ Attached ☐ Under separate cover via _____ the following items:

- [illegible]

☐ For approval ☐ Approved as submitted ☐ Resubmit _____ copies for approval
☒ For your use ☐ Approved as noted ☐ Submit _____ copies for distribution
☐ As requested ☐ Returned for corrections ☐ Return _____ corrected prints
☐ For review and comment ☐ _____
☐ FOR BIDS DUE _____ 19____ ☐ PRINTS RETURNED AFTER LOAN TO US

REMARKS _____

COPY TO _____

Attachment A: Greylock Deaccession Report

PRODUCT 240-2 Inc., Groton, Mass. 01471.

If enclosures are not as noted, kindly notify us at once.

Tree found growing at north edge of the town of Brattleboro
property of Nelson E. Withington, Kipling Rd., R.D. 1, Brattleboro
VT 05301.

Sources of skidders:

Powling Bros. working in Dummerston Ctr.

Allard Bros. Lbr. Co., Old Ferry Rd., Brattleboro
(Might be moving one of their operators and be willing
to side-track him long enough to get the tree out.)
254-4939

Cranes:

- O'Brien Construction Co. has a shop on Marlboro Rd. that
would make move relatively easy. 254-5044 : 4-4576
(Marlboro Rd.)
- Walter Zaluzny Excavating, Vernon Rd., not far from area.
254-5758

RT 142 - SOUTH OF BRATTLEBORO - \$50/hr. truck/hook
\$75/hr - crane

Suspect that weight of piece will be something on the order of
11,000 lbs. = 6 TONS -

Steve -

COMMISSION

C. LYMAN CALAHAN
MICHAEL J. McGARRY
JOHN R. ROYER
~~JULES E. BRULATOUR~~
~~EDWARD S. BAREWICZ~~

Katherine Connolly
Kathleen Hibbert



CITY OF BURLINGTON
DEPARTMENT OF PARKS AND RECREATION
PO Box 3038
BURLINGTON, VERMONT 05401
(802) 864-0123

SIDNEY C. BAKER
Superintendent
RAYMOND J. TANGUAY
Recreation Specialist
ROBERT J. VERNER
Park Manager
BURTON H. SHANGRAW, JR.
Maintenance Director

December 19, 1984

Mr. Nelson E. Withington
Kipling Rd., R. D. 1
Brattleboro, VT 05301

Dear Mr. Withington:

I would like to thank you for making available to the City of Burlington a 49" dbh red oak log. The log will be used by Sculptor Peter Toth for his Vermont Indian Log Monument. I am enclosing some correspondence with Mr. Toth and some background information which I am sure you will find interesting. The selection of your tree has culminated an intensive four month search by the Burlington Department of Parks and Recreation, in cooperation with Mr. William Hall, Chittenden County Forester, and the entire Vermont County Forester network.

On Friday, December 16, Burlington City Arborist Warren Spinner and I met with Windham County Forester Gilbert Cameron. We inspected the tree and found it to satisfy the requirements set by Sculptor Toth. Having felled the tree, we discovered an area of decay in the center and were forced to cut off the first three feet of the log in order to reduce the decay area. We also attempted to cut up the remaining crown so that it would lie flat on the ground and minimize the visual impact on the surrounding forest. Brush was also stacked so as not to interfere with the logging roads. If you have any concerns about the condition in which the area was left, please contact me and I will take measures to rectify them.

I am presently in the process of making arrangements for the removal of the log from its forest location and transportation to Burlington. Mr. Cameron has estimated the weight in excess of six tons. I am concerned about the size of equipment needed to skid the log to roadside and in minimizing the damage to your logging roads. The process will not occur until the ground is frozen.

I would like to thank you once again for your important contribution in making Sculptor Toth's Vermont Indian Monument a reality.

Sincerely,

Robert L. Whalen
Operations Supervisor



COMMISSION

C. LYMAN CALAHAN
MICHAEL J. McGARRY
JOHN R. ROYER
~~JULES E. BRULATOUR~~
~~EDWARD S. BAREWICZ~~

Katherine Connolly
Kathleen Hibbert

CITY OF BURLINGTON
DEPARTMENT OF PARKS AND RECREATION
PO Box 3038
BURLINGTON, VERMONT 05401
(802) 864-0123

SIDNEY C. BAKER
Superintendent
RAYMOND J. TANGUAY
Recreation Specialist
ROBERT J. VERNER
Park Manager
BURTON H. SHANGRAW, JR.
Maintenance Director

December 20, 1983

Mr. William Hall
Chittenden County Forester
P O Box 121
Essex Junction, Vt 05452

Dear Bill:

I want to thank you for your time and effort in assisting the Burlington Department of Parks and Recreation in locating a log for Sculptor Peter Toth's Vermont Indian Monument.

On Friday, December 16, Burlington City Arborist Warren Spinner and I met with Windham County Forester Gilbert Cameron. We inspected a 49"dbh red oak tree donated by Mr. Nelson Withington. Warren and I felled the tree and found it to contain a center decay area of approximately one foot in diameter. Fortunately, we were able to utilize the log by cutting off the first three feet.

I am in the process of finalizing arrangements to skid the the log to roadside and transport it to Burlington. Gil has calculated the weight to be in excess of six tons.

Thank you once again for your help.

Sincerely,

Robert L. Whalen
Operations Supervisor

rlw/fl

SCULPTOR PETER TOTH'S

TRAIL OF THE WHISPERING GIANTS

GIFTS OF ONE INDIAN MONUMENT IN EACH OF THE 50 STATES TO HONOR THE INDIAN

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February 20, 1984

Mr. Bob Whalen
Dept. of Parks & Recreation
P.O. Box 3038
Burlington, VT 05401

Dear Bob,

Just to remind you that it won't be long before I'll be in Burlington, ready to work on the Indian statue. I feel that it's imperative that we make immediate plans to cut and ship the available 49 inch diameter oak tree that we discussed earlier. I was assured by Mr. Henry V. Rabouin, P.O. Box 204, Pittsfield, Mass. 01202 (413-443-4749), that his trucking firm would volunteer to haul the log to Burlington.

We must set up a date and arrange the cutting, loading, and hauling of the 49 inch diameter oak tree (unless a larger one has been found). I must have the log in place by late March or early April. It may take as long as two weeks notice for the trucking firm to schedule the hauling of the log.

Please get back to me at your very earliest convenience and keep me abreast of the proceedings.

Sincerely,



Peter Wolf Toth, Sculptor

PWT/kt

P.S. As I've indicated in my previous letter please have the tree cut as near to the ground as possible and leave a couple of the extended branches (beyond the crotch) on for use as a possible feather. Maintain maximum length, over 25 feet.

COMMISSION

C. LYMAN CALAHAN
MICHAEL J. McGARRY
JOHN R. ROYER

~~JAMES E. ORLEATOUR~~
~~EDWARD S. BAREWICZ~~

Katherine Connolly
Kathleen Hibbert



CITY OF BURLINGTON
DEPARTMENT OF PARKS AND RECREATION

~~CITY HALL~~
BURLINGTON, VERMONT 05401
802-862-3728

SIDNEY C. BAKER
Superintendent

RAYMOND J. TANGUAY
Recreation Specialist

ROBERT J. VERNER
Park Manager

BURTON H. SHANGRAW, JR.
Maintenance Director

TO: Board of Parks and Recreation Commissioners

FROM: Robert Whalen, Operations Manager

DATE: May 24, 1984

RE: Peter Toth, Indian Log Sculpture

As a result of the last Commission meeting, I have informed sculptor, Peter Toth, of your decision to place the Indian Log Sculpture in Ethan Allen Park. Sid and I have taken Mr. Toth to the park to determine a specific site location. We have also visited alternative locations such as traffic islands, upper South Park, adjacent to Shelburne Street, and revisited Battery Park. There also exists sites not within the jurisdiction of the Department of Parks and Recreation.

In consideration of criteria such as visibility, access, vandalism, setting, appropriateness, and significance of the sculpture, Mr. Toth would like to request that you reconsider the site location at the next Commission meeting. Mr. Toth's first choice is Battery Park. Following an on-site inspection of the park by Mr. Toth, Sid, and myself, three potential sites have been identified. In order of priority they are; centered with an 8-10' setback between the existing stone pillars adjacent to Park Street and opposite the Monroe Street intersection, in the north east corner of the upper park area and on the earth berm along the extension between the upper fountain and the first plaza.

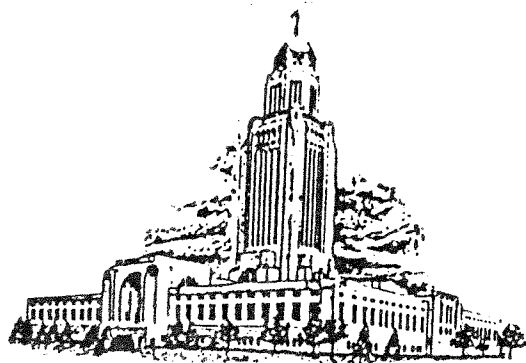
Although the proprietorship of the sculpture is being entrusted to the City of Burlington, the sculpture is intended to honor the original natives of Vermont. It is hoped that many people of the State may view and admire the sculpture. Mr. Toth feels that Battery Park would best accomplish this goal. An important factor in reconsideration of the Ethan Allen Park location is the construction of the northend connector which will reroute the majority of tourist traffic off of North Avenue.

Mr. Toth has extended an open invitation to talk with him and observe some of his work. He is located at the North Beach campground and already is underway with the Vermont Indian Log Sculpture.

Enclosed for your review is additional background information concerning Mr. Toth and his work.

RW/eyj

PHONE
AND



STATE OF NEBRASKA

LINCOLN 68509

For Regional Reference, please contact

Patrick Scheidel, Town Manager
25 Fifth Ave.
Narragansett, RI 02882
phone: 401-789-1044

Richard Foote, Town Manager
45 Fort Hill Rd.
Groton, CT 06340
phone: 203-445-8551

January 9, 1981

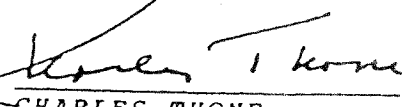
TO WHOM IT MAY CONCERN:

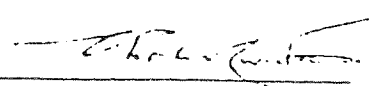
Sculptor Peter Toth has completed an Indian Monument in the City of Lincoln, State of Nebraska. Nebraska was the 35th state to benefit from the talents of Peter Toth and the unique thing about our Monument is that there was virtually no cost to the State of Nebraska. Peter Toth donated his time, and the Nebraska Roads Department along with the Nebraska Military Department made arrangements for the tree for this Monument.

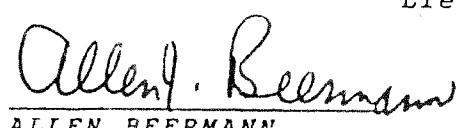
The Peter Toth Monument is truly a magnificent piece of art work and it has captured the attention of the entire community of Lincoln, the State of Nebraska, and our guests and visitors.

While Peter was in Lincoln and the State of Nebraska he made many friends and captured the respect of everyone for his dedication and tribute to the "Great American Indian". This is not only a tribute to the "American Indian" but to Peter Toth and other people like him who had a dream and a goal and were willing to make great sacrifices to make that dream come true. Peter Toth is truly a great American who is leaving a genuine Monument for many Americans to enjoy and appreciate.

Sincerely,


CHARLES THONE,
Governor


ROLAND LUEDTKE,
Lieutenant Governor


ALLEN BEERMANN,
Secretary of State

Attachement A: Greylock Deaccession Report

NEWS RELEASE

For the past 12 years Sculptor Peter Toth has been working on his dream, creating from giant logs and stone, Indian statues in honor of the Native Americans, as gifts, to each of the 50 states.

The 20 to 40 feet tall giant statues have been valued up to \$100,000 each and to date, he has finished over 45 of these monuments in parks, along interstates, and on court house lawns throughout this country.

Toth, born in Budaors, Hungary, always felt the American Indians were victims of long abuse and injustice. When he was 8 years old, the Russians unjustly stole his parent's land. With the bloody uprising in 1956, his family was totally devastated and fled communism searching for a better life, finally immigrating to Akron, Ohio. Because of his personal experience with injustice in his younger years, he developed a deep interest and kinship with the Native Americans.

Thirty-five year old Toth feels the United States is the greatest country in the world and it's his love for America and John F. Kennedy's quote, "Ask not what your country can do for you, but what you can do for your country," that hurdled him into this one man crusade to honor the Indian and give of himself to America.

He accepts no government grants or tax money for his project, but gets by through sales of his book INDIAN GIVER and a few small sculptures he works on in the evening.

Peter Toth is currently working on Indian monument ⁴⁶ ~~#46~~ at ~~the~~ Bar Harbor, ME. Information Center and Rest Area on Rt. 3, Exit 5, Plymouth, Massachusetts.

Office of the Mayor



BURLINGTON
VERMONT 05401
658-9300 Ext. 101

Bernard Sanders
Mayor

June 16, 1983

Peter Toth
c/o Lowell Jensen
Rt. 2, Box 599
Cable, WI 54821

Dear Mr. Toth:

At their June 13, 1983 meeting, the Board of Aldermen of the City of Burlington endorsed acquisition of one of your Indian log monuments for the City of Burlington.

The Parks and Recreation Department will be working with me toward completion of the project. Your letter of May 31 gives us a good idea of the materials needed, but we'd like to discuss with you in more detail what the project will entail.

Some questions that come to my mind are:

1. When will you be available to start work on the sculpture? How long will you be working?
2. Do you want to participate in selection of the log and the site for the sculpture?

As soon as we have your response to these questions, we can set up a timetable and get to work on acquiring the necessary materials and selecting an appropriate site.

We are very pleased that you have selected Burlington for placement of your monument, and we are proud to be a participant in this important project.

Please be in touch with me as soon as possible. (Our first frost arrives generally in mid to late September.)

Sincerely,

Bernard Sanders
Mayor

BS/JHB

cc: Sidney C. Baker,
Superintendent,
Parks and Recreation Department

Attachement A: Greylock Deaccession Report

Commission

Michael J. McGarry
C. Lyman Calahan
Katherine Connolly
Kathleen Hibbert
Robert E. Manning



CITY OF BURLINGTON
DEPARTMENT OF PARKS AND RECREATION

P. O. Box 3039
Burlington, Vermont 05401
(802) 864-0123

SIDNEY C. BAKER
Superintendent
RAYMOND J. TANGUAY
Recreation Specialist
ROBERT J. VERNER
Park Manager
BURTON H. SHANGRAW, JR.
Maintenance Director

July 19, 1985

Mary M. Caulder
18 Wealthy Avenue
So. Burlington, VT 05401

Dear Mrs. Caulder:

Enclosed is a summary of expenses incurred transporting the log, erecting the base, and finishing the wooden portion of the Indian sculpture.

SUMMARY

Moving the log from Brattleboro, Vermont to North Beach Park, Burlington, Vermont;	
Moving log from North Beach Park to Battery Park, Burlington, Vermont	\$1,484.00
Erecting the monument base	1,410.00
Incidental Site Preparation	308.00
Preservations	250.00*

*Approximate

However, there are other costs that should be considered.

First of all, our department bore internal labor costs due to office and staff support, tree search, incidental site preparation and spraying that we estimate conservatively at 60 hours, and there continues to be office and staff support for requests such as yours that are simply absorbed.

Secondly, the base is just bare cement. The park in which the statue is located has a surrounding wall and entrance pillars that are constructed from local quarried stone, which is known in this area as "redstone." In keeping with the aesthetic beauty of the park we are going to face the statue with this stone. Fortunately, we have been able to locate some of this stone after several months of searching. This stone has not

Page 2
July 19, 1985

been quarried here for almost a half century. It will require 64 square yards of 3" facing. Our department will supply mortar sand and cement. We will have the work done by a retired stone-mason and transportation of the stone from its present location to the park where the Indian is located is being done by volunteers.

We would like to affix a plaque to the statue when the facing is completed. That cost is as follows:

HEAVY BRASS PLATE

20 x 24" x 25¢	\$120.00
Lettering 20¢/letter	<u>96.00</u>
	\$216.00

BRONZE PLATE

20 x 24" = 480 Letters	\$597.00
------------------------	----------

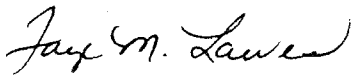
ALUMINUM PLATE

20 x 24" = 480 Letters	\$456.00
------------------------	----------

Finally, enclosed is a cost estimate of the fence in which we would like to enclose the statue both in keeping with other statues/monuments in this park but also, hopefully, to control vandalism. We have no date for this work since funding of more pressing items have to be fitted into an already austere budget.

I hope I have answered your questions. If I can be of further assistance, please feel free to call me.

Sincerely,



Faye M. Lawes

FML/kw

Enclosures

Commission

Michael J. McGarry
E. Lyman Calahan
Katherine Connolly
Kathleen Hibbert
Robert E. Manning



CITY OF BURLINGTON
DEPARTMENT OF PARKS AND RECREATION

P. O. Box 3039
Burlington, Vermont 05401
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SIDNEY C. BAKER
Superintendent
RAYMOND J. TANGUAY
Recreation Specialist
ROBERT J. VERNER
Park Manager
BURTON H. SHANGRAW, JR.
Maintenance Director

40
July 12, 1985

The Honorable Jane Wheel
Judge of the County Court
Chittenden County, Vermont
175 Main Street
Burlington, VT 05401

Dear Judge Wheel:

Per our conversation of this morning, July 12, I wish to express sincere gratitude in regards to your approval of our department's request for stone from the old courthouse.

To refresh your memory, I am acting as representative of our department in the completion of the Indian sculpture at Battery Park. We have requested permission to remove approximately 16 square feet of the quarried stone (once a part of the old Chittenden County Courthouse) from the retaining wall that is now located at the south end of the Chittenden County Court site property. The reason for our request is to maintain the aesthetic beauty of Battery Park with stone that was quarried at approximately the same time and from the same general rock formation as the wall and gates at Battery Park.

We have been able to locate a stonemason who will volunteer his time and school children who will volunteer labor to complete this task.

We are currently seeking ways to fund a plaque that will be mounted on the stonework.

We feel it is very fitting that some of the stone that was once a part of this historical site become part of a commemorative to another, but often neglected, part of our history . . . and our culture.

Once again, thank you.

Sincerely,

Faye M. Lawes

cc: The Honorable Charles Delaney, Judge of Chittenden County
✓ Sidney C. Baker, Superintendent of Parks and Recreation
Attachment A: Greylock Deaccession Report

SCULPTOR PETER TOTH'S

TRAIL OF THE WHISPERING GIANTS

GIFTS OF ONE INDIAN MONUMENT IN EACH OF THE 50 STATES TO HONOR THE INDIAN

Filmed by REAL PEOPLE, KIDSWORLD, CBS-IN THE NEWS, and TV & Radio Talk Shows. Appeared in RIPLEY'S BELIEVE IT OR NOT, GRIT, CHILDREN'S WEEKLY READER and carried by AP and UPI in major newspapers nationwide.

MATERIALS NEEDED

What is needed for the Indian monument is a huge log over 50 inches diameter and over 20 feet in length.

An approximately 4 ft. square cement base above ground (larger if base of statue exceeds 4 ft.). This would involve digging a footing below the frost line, erecting a form, reinforcing steel rods for the cement, and approximately 4 to 6 square yards of cement.

Eight steel rods, $1\frac{1}{4}$ inch diameter, of which 4 would be threaded and 36 inches long with bolts and washers and the remaining 4 not threaded and 6 ft. long. The 8 steel rods will protrude thru the cement holding the sculpture up several inches from the base to promote 24 hour air circulation. (Holes will be drilled in the base of the wood sculpture to synchronize with the rods. See enclosed photo.)

We need the use of a crane to stand the monument erect.

Then scaffold and planks will be needed so I can complete the monument in an upright position.

Also, approximately 20 gallons of Cuprinol clear wood preservative or if unavailable Waterlock, Woodlife, or Penta, and also 4 to 6 gallons of urethane exterior varnish is needed.



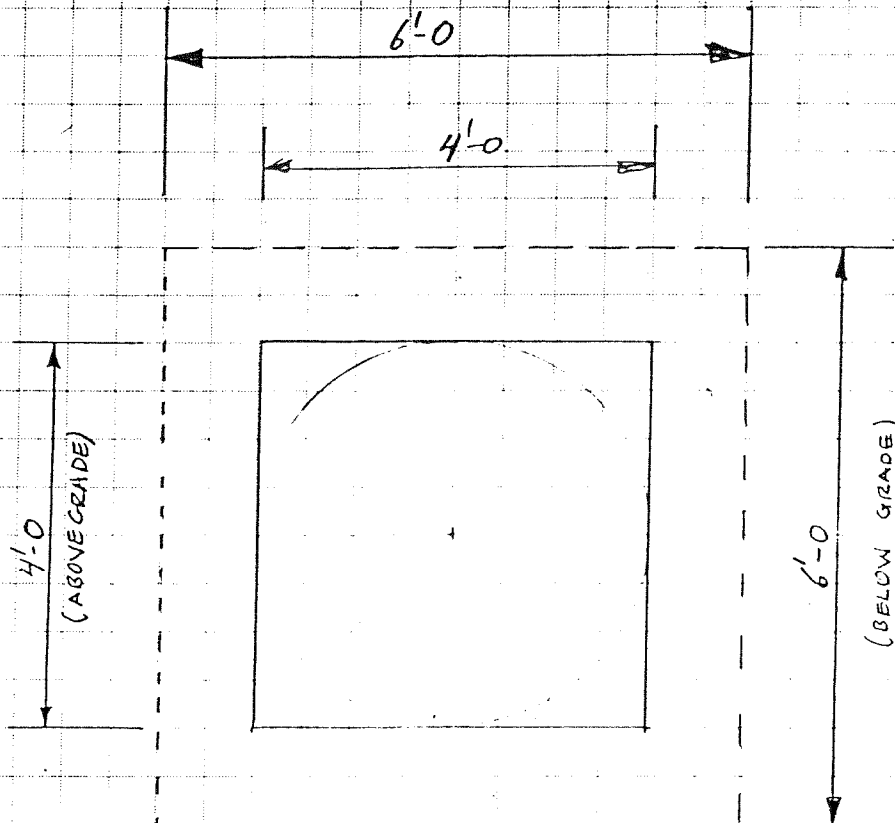
Loveland Co. Monument
Peter Toth with Ann
Strange Owl.

Sculptor Peter Toth, c/o Lowell Jensen, Rt. 2, Box 599, Cable, WI 54821
Attachement A: Greylock Deaccession Report

TO GIVE DIGNITY TO A MAN IS ABOVE ALL THINGS — Indian Proverb

BOEHM ASSOCIATES INC.
Consulting Engineering & Planning
1340 Williston Rd.
SO. BURLINGTON, VT 05401
(802) 862-4339

JOB INDIAN STATUE
SHEET NO. 1 OF 2
CALCULATED BY _____ DATE _____
CHECKED BY _____ DATE 6/8/84
SCALE 1/2" = 1'-0



PLAN

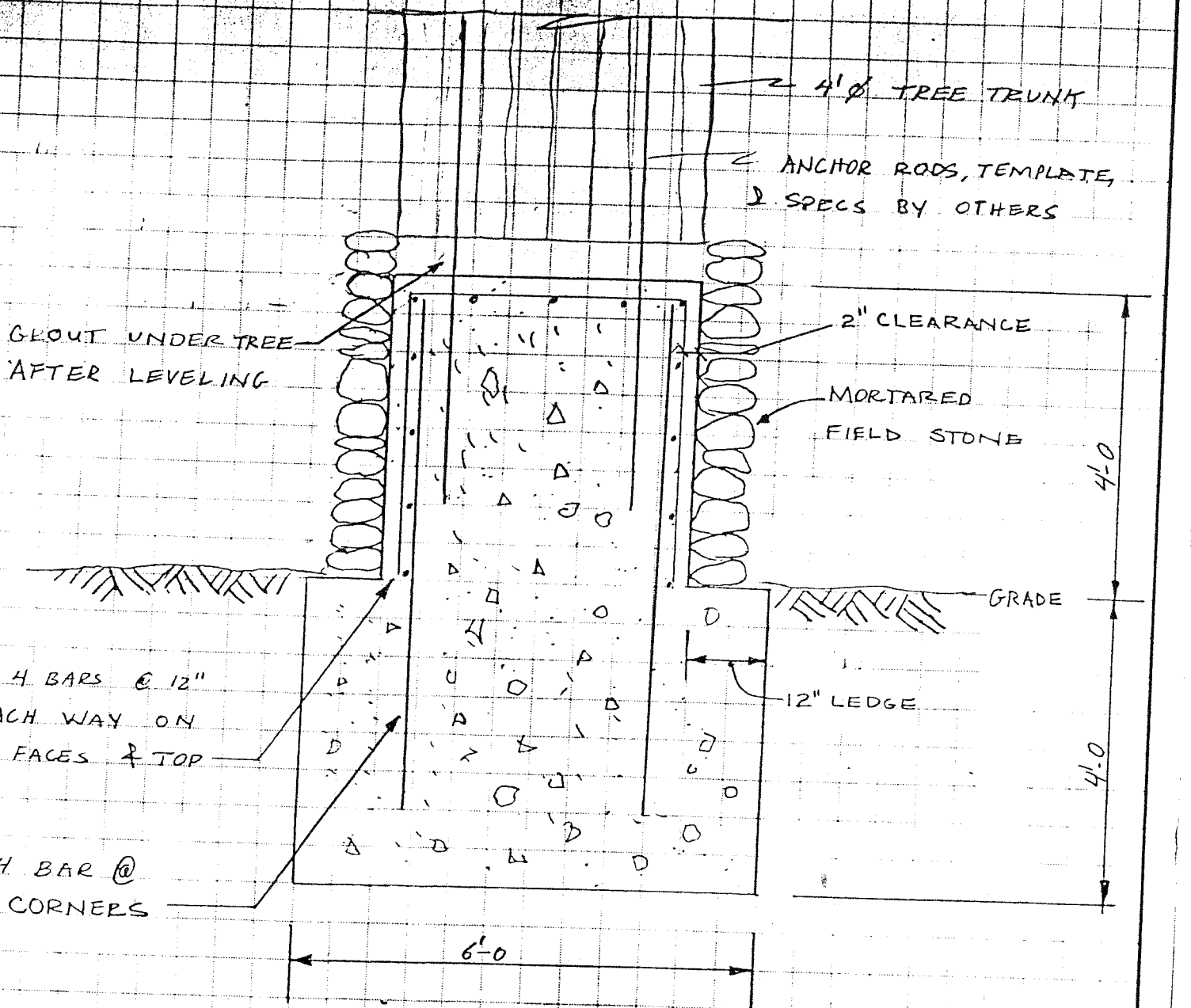
STATUE FOUNDATION

NOTES:

3000 PSI CONCRETE

40000 PSI STEEL REINFORCING

STATUE IS TO BE PLUMB & CENTERED ON FOOTING.



STATUE FOUNDATION

SECTION

Proposal

Page No.

01

Pages

Great Northern Construction, Inc.

199 Church Street

Burlington, Vermont 05401

PROPOSAL SUBMITTED TO City of Burlington - Parks		PHONE	DATE June 13, 1984
STREET City Hall		JOB NAME Indian Statue	
CITY, STATE AND ZIP CODE Burlington, Vermont 05401		JOB LOCATION Battery Park	
ARCHITECT Boehm Assoc. Inc.	DATE OF PLANS 6/8/84	JOB PHONE	

We hereby submit specifications and estimates for:

For forming and pouring ONLY of statue foundation
as per plans and specifications by Boehm Associates
Inc., dated 6/8/84.

- 1) Excavation and backfill by others.

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Twelve Hundred and ~~100~~^{xx} dollars (\$ 1,200.00).

Payment to be made as follows:

Payment upon completion.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized
Signature

Note: This proposal may be

withdrawn by us if not accepted within _____ days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance:

6/13/84

Attachment A: Greylock Deaccession Report

Signature

[Signature]

Signature

[Signature]

91 S. Willard Street
Burlington, Vermont 05401
February 4, 1986

Parks and Recreation Department
City of Burlington
City Hall
Burlington, Vermont 05401

Attention: Ms. Faye M. Lawes

Dear Sir or Madam:

At the Board meeting of the Chittenden County Historical Society this evening, a decision was made to accept the invitation of the Parks and Recreation Department to be responsible for the cost of a plaque for the base of the Toth Indian statue in Battery Park. The Board's understanding is that the cost of the base of the statue and cost of installation of the plaque would be the responsibility of the Parks and Recreation Department .

It is my understanding that Mr. Leo Fluery, vice-president of CCHS Board, will meet with you within the next week and will confirm the arrangements for the plaque, and for the inscription which is to be agreed upon.

We are pleased to take part in this worthy project and hope that it will be completed in time to be enjoyed by the school children of the City and by the visitors to Burlington this summer.

Sincerely,



Mary G. Fries, Secretary
Chittenden County Historical
Society



Free Press Photo by IRENE FERTIK

Working the Oak

Peter 'Wolf' Toth sits astride a 32-foot chunk of red oak at North Beach earlier this week as he begins to sculpt an Indian statue for a Burlington city park. State foresters searched for two months before finding the perfect tree for his project,

Hungarian-born artist will be doing preliminary work, stripping the bark as in this picture. Then the oak will be moved either to Ethan Allen or Battery Park for the carving. Toth has done 47 Indian sculptures in 47 states, and hopes to add the



Peter Toth works on towering Indian sculpture in Burlington's Battery Park.

GLOBE PHOTO BY TOBY TALBOT

JULY 1984

Sculptor roves the continent, carving monuments to North America's Indians

By Colin Nickerson
Globe Staff

BURLINGTON, Vt. — Monument Number 1 was chiseled from a stone outcropping on the seaside cliffs of La Jolla, Calif., in 1971. "It just occurred to me to start carving," says Peter Wolf Toth, trying to explain the impulse that changed his life.

Other monuments followed, as impulse turned to obsession.

Number 45, dubbed Enisketomp, meaning "Human Being" in the Wampanoag tongue, towers over a roadside rest area in Plymouth, Mass. Number 46, called

Glooscap — for the Passamaquoddy creator of the universe — rises on Maine's Mount Desert Island.

And now Number 47, tentatively named Greylock, for the feared Abenaki chief who made life so hellish for New England settlers in the early 1700s, is nearing completion in Battery Park here.

"The city wanted it in Ethan Allen Park, but that would have been wrong, an insult," says Toth, a one-time machinist, who began working on the sculpture in early May. "Ethan Allen was no friend of the Indian. He was a stealer of land."

STATUE, Page 25

Sculptor working on Monument Number 47

■ STATUE

Continued from Page 21

Toth refers to his creations as Whispering Giants.

In 13 years of roving, he has carved the somber, striking monuments to the Indians of North America in parks and other public places from sea to shining sea. But the 36-year-old, Hungarian-born sculptor reckons his life's task won't be done until the turn of the century, by which time he expects to have completed an Indian statue in every corner of the continent.

"This is a way of honoring a people who have been treated dishonorably," says Toth. "It is a protest, yes, for these statues whisper of atrocities committed against the Indians - but it is also a way of showing my love for this great land."

Muscular and plain-spoken, Toth wears a red bandanna knotted around his head, a digital wristwatch and necklace of bones - the last a gift from local Abenakis. A man of no fixed address, save for the Indian reservations where he often winters, the artist roves about the country in a travel trailer he shares with his wife, Kathy, and a mincing miniature poodle named Little Caesar.

He speaks both modestly and mystically of his work.

"This is my destiny, my mission," he says. "But when people look at these giants, I want them to think of the first Americans - not the man who carved the wood. I am just a tool."

The Vermont sculpture, hewn from the 20,000-pound trunk of a single red oak tree, depicts the head of a prideful Indian warrior, resplendent in feathered head-dress. Although Abenakis from the area have named it Greylock, Toth says the figure is not intended to represent any particular Indian or tribe.

"It is meant to evoke the spirit of all Indians in Vermont, past and present" he says of the work.

One of Peter Toth's earlier Indian sculptures stands watch over rest area on Rte. 3 in Plymouth.

GLOBE PHOTO BY RICK HULBERT

On impulse, he began carving: from the outcropping emerged the solemn visage of an Indian. Toth had discovered his destiny.

Thirteen years later, he says: "I feel myself to be truly an Indian - if not by birth, then by spirit."

As he works high on the scaffolding that surrounds the Vermont statue, Toth can look out across Lake Champlain to a tiny, uninhabited islet labeled Rock Dunder on maps but known as Odziozo by Vermont Indians.

According to Abenaki legend, Odziozo was the god who made the

immense lake. After this was done, he pronounced it the most beautiful of his creations - then transformed himself into the rocky islet so that he could forever watch over the blue waters.

Says Toth, as he carves: "This dream of mine, it just sort of evolved. One hero of mine is John F. Kennedy, who said, 'Ask not what your country can do for you, but what you can do for your country.'"

"This is something I can do for my country, that's all."



"It is meant of all Indians in Vermont, past and present" he says of the work, which soars 34 feet from base to feathertip. "It is a gift to the people of this state."

The statue will be formally dedicated Sunday. Then he'll move on to New Hampshire, the only New England state without a giant.

Toth intends to sculpt similar monuments in all 50 states (he has already completed 47 statues in 43 states) as well as in each of the Canadian provinces and states of Mexico.

"I expect to be done by the year 2000," he says casually.

Most of the figures take about 10 weeks to complete, though one in Alaska took half a year. Toth refuses any payment for his work, and likewise declines donations. "These are gifts," he says. "If I took money, they would be something else."

Toth supports himself primarily through the sale of wooden figurines - bears and eagles, mostly - carved in his spare time. "I don't live high on the hog. My expenses are food and gas."

His basic tools are chisels and a five-pound mallet. After the first figure in La Jolla, Toth switched from stone to wood. He has fashioned giants from the trunks of oak, redwood, Sitka spruce, Douglas fir, cottonwood, cypress and other tree species.

Toth, who has taken the Indian name, "Wolf," and has been made an honorary member of several tribes, came to this country at the age of 11. He was born in 1947 on a peach farm outside Budapest, the seventh of 10 children. He can recall with bitter clarity the invasion of his native land by the Soviets in 1956.

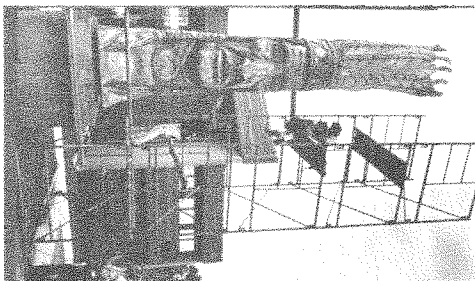
"My people, the Hungarians, know what it is to be killed, and exploited, and driven from our land," he says. "That is part of the reason, I think, why I identify so closely with the Indians. Even as a child in Europe I admired them."

The Toth family fled Hungary and settled in Akron, Ohio, where he eventually took a job at a machine tool plant, building molds used to make golf grips.

"I was making good money, \$14,000 a year," Toth says. "But I dreamed of travel, freedom and throwing my fate to the wind." In 1971, after five years in the machine shop, Toth bought a Dodge van, nicknamed the "Ghost Ship," and set out to explore America, finally landing on the golden beaches of California.

"One evening, watching the sunset, a protruding cliff caught my attention. A giant Toth, who had started sculpting as a child but never considered himself an

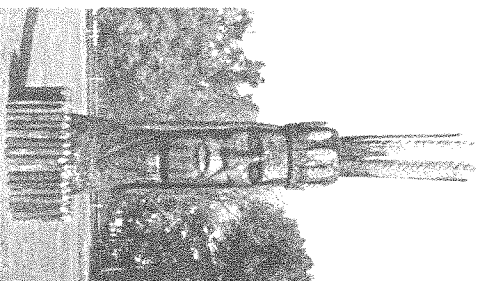
Attachment A: San Joaquin Deception Report



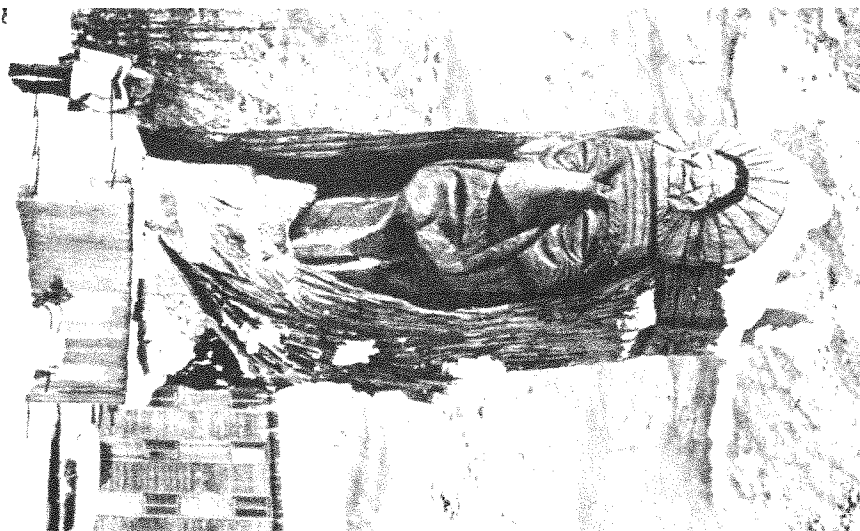
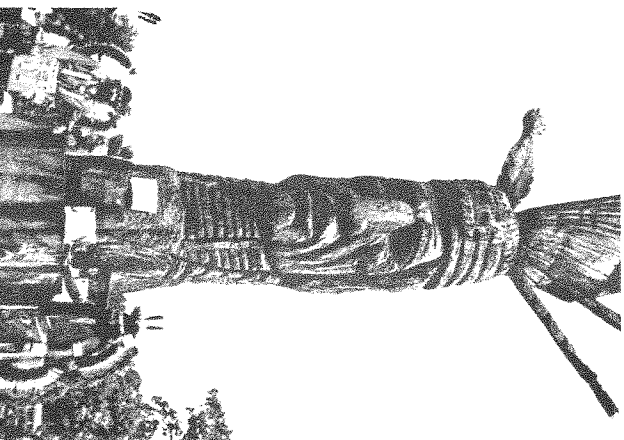
NEBRASKA



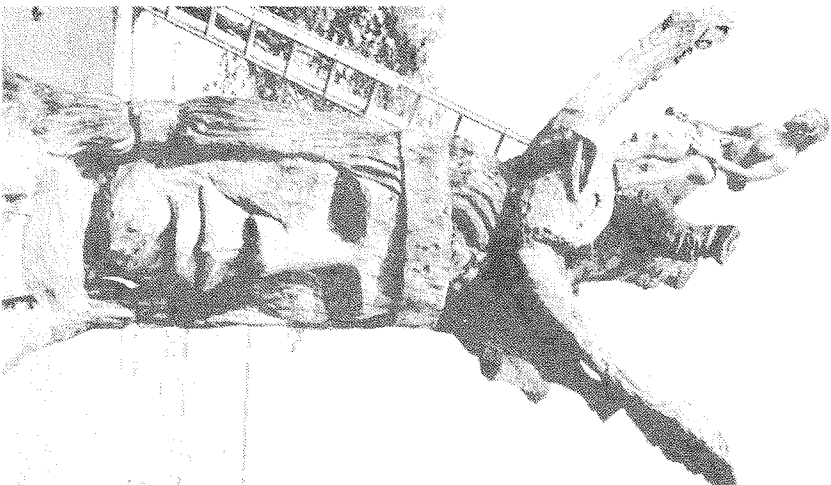
ARIZONA



CALIFORNIA



ALASKA
40th Monument—Oct. 1981



FLORIDA

WHISPERING GIANTS

(ONGOING FOR OVER A DECADE)

Gifts to each of the 50 states to honor the Native Americans

Peter "Wolf" Tot's

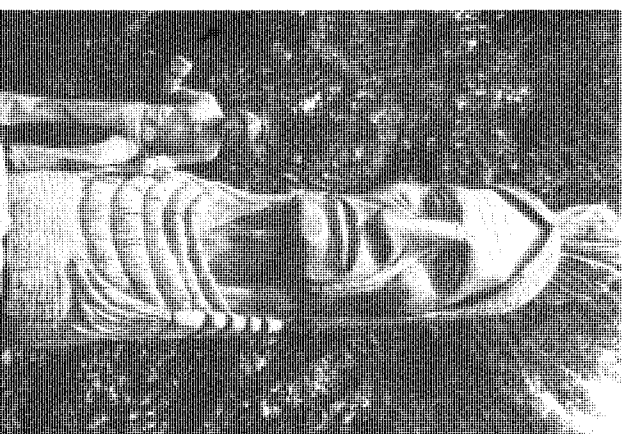
TRAIL OF THE

WHISPERING GIANTS

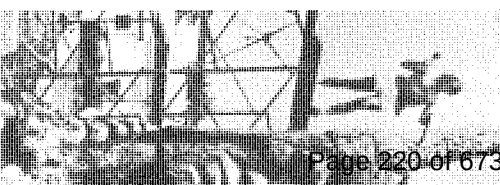


CALIFORNIA

1st Monument (out of stone)—FEB. 1972



LOUISIA



ARKANS



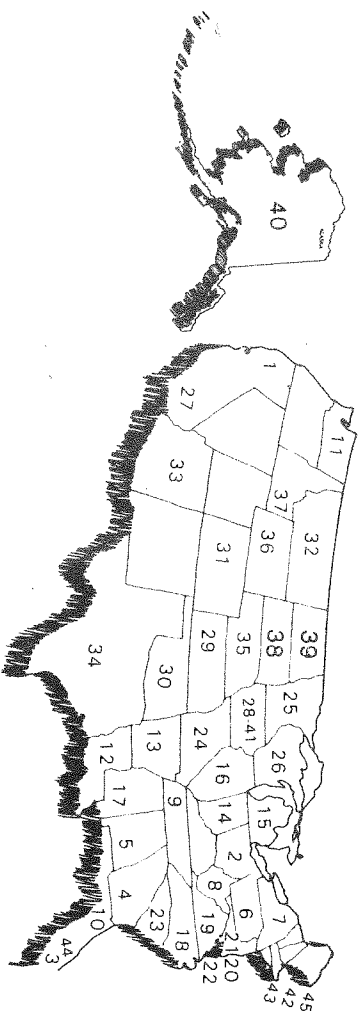
Attachement A: Greylock Deaccession Report

PETER 'WOLF' TOTTH'S Trail of the Whispering Giants

Gifts to each of the 50 states to honor the Indian

These statues have nothing to do with totems, poles, or Indian art, but rather symbolically represent a composite of the physical images of Native Americans, indigenous to each state, as seen through the eyes of the artist.

Indian monuments now erected in the United States



Artist Blazing 'Trail of Tears'

(AP Article released nationwide)

Iowa Falls, Iowa (AP) - "The treaties and promises, continuously broken; Trail of Tears, Wounded Knee, in history are never spoken."

That stanza is from a poem by Peter Toth, a traveler who is spending his life alerting the nation to the "Cry of the Red Man."

But the Hungarian-born artist's message is offered not only through poetry and lectures.

Toth is a sculptor blazing his own "Trail of Tears" across the country, creating from logs and stone Indian likenesses to keep watch on America from the Great Lakes to the Gulf of Mexico and from sea to sea.

Iowa Falls is the site of Toth's 28th monument, dedicated on the Fourth of July to the Sac and Fox and other Midwestern tribes that have disappeared in the last 100 years.

The 33-foot Indian head was carved from a cottonwood felled by a lightning bolt.

Toth has been chipping his way across the nation for nearly eight years in artistic protest against the "betrayal" of the American Indian.

"I am protesting against the plight of the Indian," Toth said. "Against the theft and trickery through which we took this land. We left them with barren waste to suffer poverty and prejudice."

"But, my protest is constructive... one of giving, not destruction," he said. "I want also to honor the Indian as the proud, brave and dignified people they are."

Toth has studied the American Indian since before he "adopted" the U.S. at age 11, when he moved with his family from Europe to Ohio 20 years ago.

His interest turned to an inspiration that in 1970 coaxed him to leave his college studies for the open road to tell of the Indian's plight in his special way.

Toth supports himself and his wife largely through sale of smaller sculptures and art objects he makes along the way. He refuses payment for the monuments he considers "gifts" to a people and to posterity.

"My monuments are... my way of saying what I must say," Toth said. "They are made to remind people of the contributions of the Indian to this country and the fate we've left them."

TOTH ACCEPTS NO GRANTS OR TAX MONEY. THE PROCEEDS FROM THE SALES OF BOOKS & SMALL CARVINGS FINANCES HIS TRAVELS ON THIS ONE-MAN CRUSADE TO HONOR THE INDIANS.

1. California, La Jolla
2. Ohio, Akron
3. Florida, Deland
4. Georgia, Colquitt
5. Alabama, Dothan
6. Pennsylvania, N.W. 1-80
7. New York, Dunkirk
8. West Virginia, Wheeling
9. Tennessee, Cleveland
10. Florida, Punta Gorda
11. Washington, Vancouver
12. Louisiana, New Orleans
13. Arkansas, Little Rock
14. Indiana, Fort Wayne
15. Michigan, Lansing
16. Illinois, Hopewell Est., Spaulding
17. Mississippi, Ocean Springs
18. North Carolina, Wilmington
19. Virginia, Virginia Beach
20. New Jersey, Atlantic City
21. Maryland, Ocean City
22. Delaware, Bethany Beach
23. South Carolina, Charleston
24. Missouri, St. Louis
25. Minnesota, Two Harbors
26. Wisconsin, Hayward
27. California, Desert Hot Springs
28. Iowa, Iowa Falls
29. Kansas, Troy
30. Oklahoma, Broken Bow
31. Colorado, Loveland
32. Montana, Red Lodge
33. Arizona, Winslow
34. Texas, Texarkana
35. Nebraska, Lincoln
36. Wyoming, Worland
37. Idaho, Idaho Falls
38. South Dakota, Aberdeen
39. North Dakota, Mandan
40. Alaska, Valdez
41. Iowa, Osceola
42. Rhode Island, Narragansett
43. Connecticut, Groton
44. Florida, Fort Lauderdale
45. Massachusetts, Plymouth
46. Massachusetts, Plymouth
47. Massachusetts, Plymouth
48. Massachusetts, Plymouth
49. Massachusetts, Plymouth
50. Massachusetts, Plymouth

TOTH'S book INDIAN GIVER, now in its 3rd printing can be ordered direct.

PRICE \$9.95 postpaid...Buy 4—get one FREE.

PRICE TO BOOK DEALERS:

1 or more books (\$5.97) * 40% commission
Schools & Libraries (\$7.46) * 25% discount
*plus postage

SEND CHECK OR MONEY ORDER TO:

PETER TOTTH, BOX 599, RT. 2, CABLE, WI 54821

THE ARTIST'S ASPIRATION IN LIFE IS TO WORK FOR HUMANITY



Kathy and Peter Toth, along with Dennis Banks, co-founder of the American Indian Movement, who said of the Pioneer Life Carriage Pull monument "This is a

Reyes—Believer!

PETER TOTTH
AN ARTIST SPECIALIZING IN
SCULPTURES OF AMERICAN
INDIANS, HAS DONATED
HIS CARVINGS, MANY OF
THEM 20 FT. HIGH, TO
PARKS IN 27 STATES.
Submitted by Emery, John
Vancouver, Washington

UGGUCION DE
(1950-1971)
THROUGHOUT
THE YEAR IN THE

THE GREAT GUN
3 FT. LONG
THAT FIRED
THE FIRST
GUN FROM A
FISHBOWL

Commission

Michael J. McGarry
C. Lyman Calahan
Katherine Connelly
Kathleen Hibbert
Robert E. Manning



CITY OF BURLINGTON
DEPARTMENT OF PARKS AND RECREATION

P. O. Box 3039
Burlington, Vermont 05401
(802) 864-0123

SIDNEY C. BAKER
Superintendent
RAYMOND J. TANGUAY
Recreation Specialist
ROBERT J. VERNER
Park Manager
BURTON H. SHANGRAW, JR.
Maintenance Director

April 30, 1985

Ms. Sarah L. Dopp
c/o H. B. Cross
RFD #3
Colchester, VT 05446

Dear Ms. Dopp:

One of the recurring questions asked by park users is "What's the history of this park?" or "When was that wall or monument erected?" In the past few years as more recreationists have visited our parks, our attendants are hearing more and more questions like these.

The proposed plaque for the Indian sculpture not only would provide Battery Park visitors an answer to their questions about Peter Toth's statue, it would also give them some sense of the greater history of the Champlain Valley and region.

The Parks and Recreation Department extended itself last year in both resources and man-hours to see to it that Peter Toth's sculpture was erected. This year we are prepared to start our annual maintenance of the structure by coating it with gallons of preservative and continuing such maintenance through the years, but with reduced budgets and greater needs in other park areas, we are simply unable to find funds to put the finishing touches on Peter Toth's Indian. One of these projects is the plaque we're hoping can be placed on the foundation this year. To complete the statue with this plaque on the base will be a contribution not only to the community but to visitors to one of the most beautiful sites in Vermont.

I hope your committee will give this request serious consideration.

Sincerely,

Clara Bond
Office Manager

SCULPTOR PETER TOTH'S

TRAIL OF THE WHISPERING GIANTS

GIFTS OF ONE INDIAN MONUMENT IN EACH OF THE 50 STATES TO HONOR THE INDIAN

Filmed by REAL PEOPLE, KIDSWORLD, CBS-IN THE NEWS, and TV & Radio Talk Shows. Appeared in RIPLEY'S BELIEVE IT OR NOT, GRIT, CHILDREN'S WEEKLY READER and carried by AP and UPI in major newspapers nationwide.

November 23, 1983

Mr. Robert L. Whalen, Operations Supervisor
Parks & Recreation Dept.
P.O. Box 3038
Burlington, VT 05401-3038

Dear Robert Whalen,

Thank you for your letter of November 2. Since it was so late in the season, I decided to wait until spring for the Burlington, Vermont Indian Monument. I hope to be there in April, weather permitting.

The 54 " log sounds excellent and I hope that you will acquire permission to use it. If not, the 49" diameter log will do. When the tree is cut, please cut it as close to the ground as possible to retain maximum flair at the base. Also, if we have a 30 ft. height tree, better to cut it 35 ft. than 25 ft.. I can always cut it shorter, but not glue it back on.

The location of Battery Park sounds like it has great potential however, I think it would be wise to have a couple other locations in mind as a backup.

In regards to the cement base we will construct it prior to raising the statue. Enclosed is a sheet of the approximate materials we'll need.

Looking forward to working with you.

Sincerely,



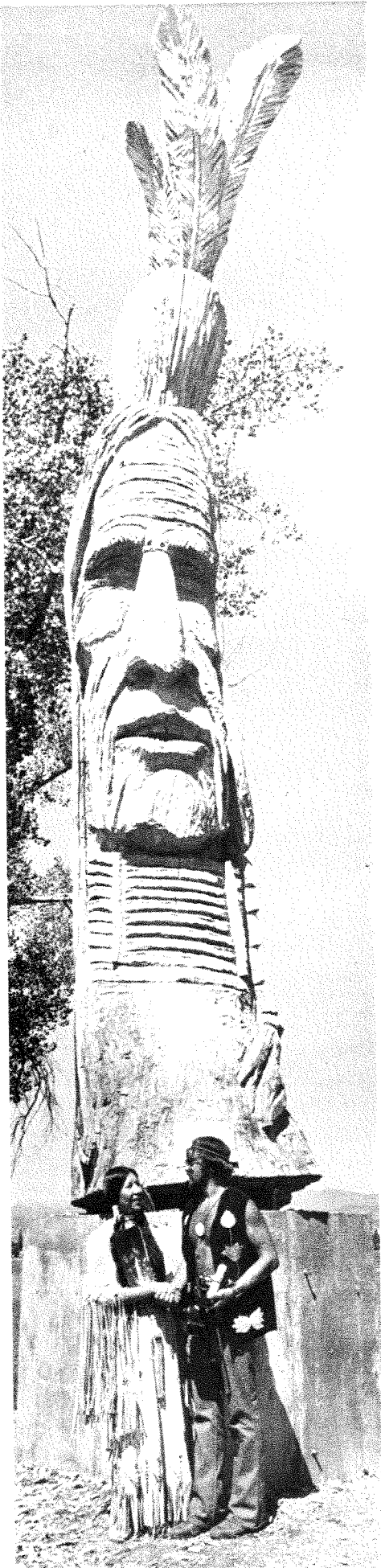
Peter Wolf Toth, Sculptor

PWT/kt
Enclosure

P.S. Please get back to me if any changes occur

Attached is a copy of the letter from Jensen, Rt. 2, Box 599, Cable, WI 54821

TO GIVE DIGNITY TO A MAN IS ABOVE ALL THINGS — Indian Proverb



Loveland Co. Monument
Peter Toth with Ann
Strange Owl.

COMMISSION

C. LYMAN CALAHAN
MICHAEL J. McGARRY
JOHN R. ROYER
JULES E. BRULATOUR
EDWARD S. BAREWICZ
Katherine Connolly
Kathleen Hibbert



CITY OF BURLINGTON
DEPARTMENT OF PARKS AND RECREATION

CITY HALL
BURLINGTON, VERMONT 05401

~~802-862-5720~~
P.O. Box 3038
Burlington, VT 05401
(802) 864-0123

SIDNEY C. BAKER
Superintendent
RAYMOND J. TANGUAY
Recreation Specialist
ROBERT J. VERNER
Park Manager
BURTON H. SHANGRAW, JR.
Maintenance Director

November 2, 1983

Sculptor Peter Toth
RFD #1
Bar Harbor, ME 04609

Dear Peter,

I would like to inform you that we are proceeding with the acquisition of a log for your Indian sculpture. We have located a 54" D. B. H. red oak tree in Orange County. It is on Vermont Fish and Game Department property and we are awaiting approval from the Montpelier head office to cut it. The trunk is clear to a point approximately 15' above ground level. One large leader is adjoined at this point and then there is another 4-5 feet of clear trunk with a diameter of approximately 36".

Assuming that we obtain permission within the next day or two, best estimates are that it will take one to two weeks to facilitate its removal from the woods and transportation to Burlington. I questioned you over the telephone several weeks ago about the proper method of mounting the log. You briefly explained the necessity for a cement structure with reinforcement rods. Could you send us more detailed information and specifications?

In discussion the possible locations of the sculpture with Mr. Sidney Baker, Superintendent of Parks and Recreation, we have taken into consideration accessibility, visibility, and protection from vandalism. We are strongly considering Battery Park as a possible location. The park is centrally located within the city, on a main thoroughfare, has historical significance, and outstanding views of Lake Champlain and the Adirondack mountains and is primarily a passive visitation and special event oriented park.

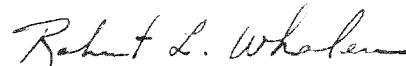
Should the 54" oak log become unavailable, we also have knowledge of a 49" oak log with an 18' trunk. I regret to inform you that in either case, best estimates are the third to fourth week in November before the log would be ready for your outstanding talent.

PAGE 2

Peter Toth

Please keep us informed of your plans and let us know your feelings about the log and location. Do you expect to be in the Burlington area within the next week or so? If so, please telephone me at 864-0123.

Sincerely,

A handwritten signature in cursive script that reads "Robert L. Whalen".

Robert L. Whalen
Operations Supervisor

RWL/f1

cc: Sidney C. Baker, Superintendent of Parks and Recreation

COMMISSION

C. LYMAN CALAHAN
MICHAEL J. McGARRY
JOHN R. ROYER
JULES E. BRULATOUR
~~EDWARD S. BAREWICZ~~

Katherine Connolly
Kathleen Hibbert



CITY OF BURLINGTON
DEPARTMENT OF PARKS AND RECREATION

CITY HALL
BURLINGTON, VERMONT 05401
~~802-862-5728~~

SIDNEY C. BAKER
Superintendent
RAYMOND J. TANGUAY
Recreation Specialist
ROBERT J. VERNER
Park Manager
BURTON H. SHANGRAW, JR.
Maintenance Director

October 17, 1983

Mr. John Buck
Vermont Department of Fish and Game
255 No. Main St.
Barre, Vermont 05641

Dear Mr. Buck,

As per our telephone conversation this morning, please find enclosed copies of correspondence with Mr. Peter Toth, Sculptor, and Burlington Mayor Bernard Sanders. I hope these will be of some help in explaining the background and necessity for our request concerning acquisition of a 54" DBH Oak log, located on Vermont Department of Fish and Game property by Mr. Russ Barrett, Orange County Forester.

I have been working closely with Mr. William Hall, Chittenden County Forester for two months searching for a log capable of meeting the specifications set by Mr. Toth. Bill has sent notices and inquiries to all county foresters through the Department newsletters. I have also contacted area sawmills and the Forestry Department at UVM.

As the Indian Monument is a tribute to the Indian heritage of the state and a gift to the state by Mr. Toth, I hope that the Fish and Game Department can make it a reality by appropriating the oak log for this purpose. The City of Burlington is hosting and facilitating Mr. Toth's Vermont Indian Monument.

If you have any further questions, please telephone me at 864-0123 between 8:00 AM and 4:30 PM.

Sincerely,

Robert L. Whalen
Operations Supervisor

RLW/FL

COMMISSION

C. LYMAN CALAHAN
MICHAEL J. McGARRY
JOHN R. ROYER
~~JULES E. BRULATOUR~~
~~EDWARD S. BAREWICZ~~

Katherine Connolly
Kathleen Hibbert



CITY OF BURLINGTON
DEPARTMENT OF PARKS AND RECREATION
PO Box 3038
BURLINGTON, VERMONT 05401
(802) 864-0123

SIDNEY C. BAKER
Superintendent
RAYMOND J. TANGUAY
Recreation Specialist
ROBERT J. VERNER
Park Manager
BURTON H. SHANGRAW, JR.
Maintenance Director

December 20, 1983

Mr. Russ Barrett
Orange County Forester
Chelsea, VT 05038

Dear Russ,

I want to thank you for your time and effort in assisting the Burlington Parks and Recreation Department in locating a log for Sculptor Peter Toth's Vermont Indian Monument. It was unfortunate that the Vermont Fish and Game Department decided against authorizing the use of the 54" dbh red oak tree that you located in the Podunk Wildlife Management Area.

I am pleased to inform you that we have procured a 49" dbh red oak log with the assistance of Mr. Gilbert Cameron, Windham County Forester.

Thank you once again.

Sincerely,

Robert L. Whalen
Operations Supervisor

rlw/fl

COMMISSION

C. LYMAN CALAHAN
MICHAEL J. MCGARRY
JOHN R. ROYER
~~JULES E. BRULATOUR~~
~~EDWARD S. BAREWICZ~~

Katherine Connolly
Kathleen Hibbert



CITY OF BURLINGTON
DEPARTMENT OF PARKS AND RECREATION
PO Box 3038
BURLINGTON, VERMONT 05401
(802) 864-0123

SIDNEY C. BAKER
Superintendent
RAYMOND J. TANGUAY
Recreation Specialist
ROBERT J. VERNER
Park Manager
BURTON H. SHANGRAW, JR.
Maintenance Director

December 20, 1983

Mr. Gilbert Cameron
Windham County Forester
P OBox 2340
West Brattleboro, VT 05301

Dear Gil:

I want to thank you for your time and effort in assisting the Burlington Department of Parks and Recreation in the procurement of Mr. Nelson Withington's 49" dbh red oak log. Please find enclosed copies of correspondence with Sculptor Peter Toth, along with background information concerning his Indian monuments. I am sure you will find it interesting.

Your continued assistance in making the final arrangements for the removal of the log from its forest location to roadside and its transportation to Burlington is greatly appreciated.

Sincerely,

Robert L. Whalen
Operations Supervisor

rlw/fl

COMMISSION

C. LYMAN CALAHAN
MICHAEL J. McGARRY
JOHN R. ROYER
~~JULES E. BRULATOUR~~
~~EDWARD S. BAREWICZ~~
Catherine Connolly
Kathleen Hibbert



CITY OF BURLINGTON
DEPARTMENT OF PARKS AND RECREATION

~~CITY HALL~~
BURLINGTON, VERMONT 05401
~~802-662-3726~~

SIDNEY C. BAKER
Superintendent
RAYMOND J. TANGUAY
Recreation Specialist
ROBERT J. VERNER
Park Manager
BURTON H. SHANGRAW, JR.
Maintenance Director

June 25, 1984

Ms. Nancy Blucker
WKDR
Plattsburg, NY

Dear Ms. Blucker,

Per our telephone conversation of Monday, June 25 I am enclosing the book, "Indian Giver" by Peter Toth. He is the gentleman who is sculpting his Vermont memorial here in Burlington at our Battery Park. We feel the book will give you some factual background information and the reasoning behind this tremendous undertaking.

I thank you.

Sincerely,

Faye M. Lawes



COMMISSION
C. Lyman Calahan
Michael J. McGarry
Katherine Connolly
Kathleen Hibbert
Bernard Cieplicki

CITY OF BURLINGTON
DEPARTMENT OF PARKS AND RECREATION
~~CITY HALL~~
BURLINGTON, VERMONT 05401
~~802-862-5720~~

SIDNEY C. BAKER
Superintendent
RAYMOND J. TANGUAY
Recreation Specialist
ROBERT J. VERNER
Park Manager
BURTON H. SHANGRAW, JR.
Maintenance Director

Press Release/ Public Service Announcement

July 6, 1984

Following the Mayor's Council on the Arts Concert, Thursday night, July 13 and the Burlington Band Concert, Sunday night, July 15, Peter "Wolf" Toth will present a slide/talk show discussing the sculpturing of "Chief Greylock" in Burlington's Battery Park, and other sculptures that he has created around the nation. Mr. Toth has currently created 47 monuments to give honor and respect to the original Americans.



COMMISSION
C. Lyman Calahan
Michael J. McGarry
Katherine Connolly
Kathleen Hibbert
Bernard Cieplicki

CITY OF BURLINGTON
DEPARTMENT OF PARKS AND RECREATION
~~CITY HALL~~
BURLINGTON, VERMONT 05401
~~802-862-5728~~

SIDNEY C. BAKER
Superintendent
RAYMOND J. TANGUAY
Recreation Specialist
ROBERT J. VERNER
Park Manager
BURTON H. SHANGRAW, JR.
Maintenance Director

July 11, 1984

The Honorable Bernard Sanders
Mayor, City of Burlington
City Hall
Burlington, VT 05401

Dear Mayor Sanders:

This letter is intended to serve as an invitation to speak at the dedication ceremony of the Peter "Wolf" Toth Vermont Indian Monument. The ceremony is scheduled for Sunday, July 22, at 6:00 PM.

Included in the dedication program are musical selections played by the Burlington Concert Band, Welcome and Introduction of Peter Toth by a Parks and Recreation Commissioner, Benediction/Invocation and Remarks by representatives of the Vermont Abnaki Indian Tribe, and, of course, a few words from Mr. Toth.

Enclosed for your review is some background materials helpful in understanding the meaning and significance of the monument and Mr. Toth's odyssey. Your participation in the ceremony on behalf of the City would be greatly appreciated by all involved. As we are awaiting the printing of the program, your prompt reply is also greatly appreciated.

Sincerely,

Robert L. Whalen
Operations Manager

RLW/eyj

Enc.

COMMISSION

C. Lyman Calahan
Michael J. McGarry
Katherine Connolly
Kathleen Hibbert
Bernard Cieplicki



CITY OF BURLINGTON
DEPARTMENT OF PARKS AND RECREATION

~~CITY HALL~~
BURLINGTON, VERMONT 05401
802-662-3728

SIDNEY C. BAKER
Superintendent

RAYMOND J. TANGUAY
Recreation Specialist

ROBERT J. VERNER
Park Manager

BURTON H. SHANGRAW, JR.
Maintenance Director

July 26, 1984

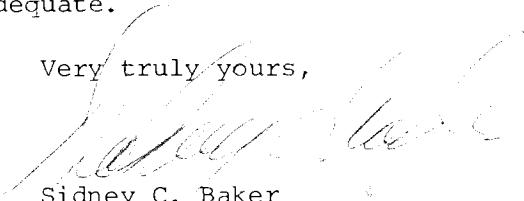
The Honorable Bernard Sanders
Mayor
City of Burlington
City Hall
Burlington, VT 05401

Dear Mayor Sanders:

Per your informal inquiry of last Sunday, enclosed please find a budget range for fencing to surround Peter Toth's Greylock.

Our department could furnish footings and interior surface material from operational revenues should this added landscaping be possible. I think a 12 x 12 fence, 3.5' high would be adequate.

Very truly yours,


Sidney C. Baker
Superintendent



FAYSTON IRON AND STEEL WORKS

WED JULY 25

MR SID BAKER
DIRECTOR
DEPT. PARKS & RECREATION:
CITY OF BURLINGTON
VT. 05401

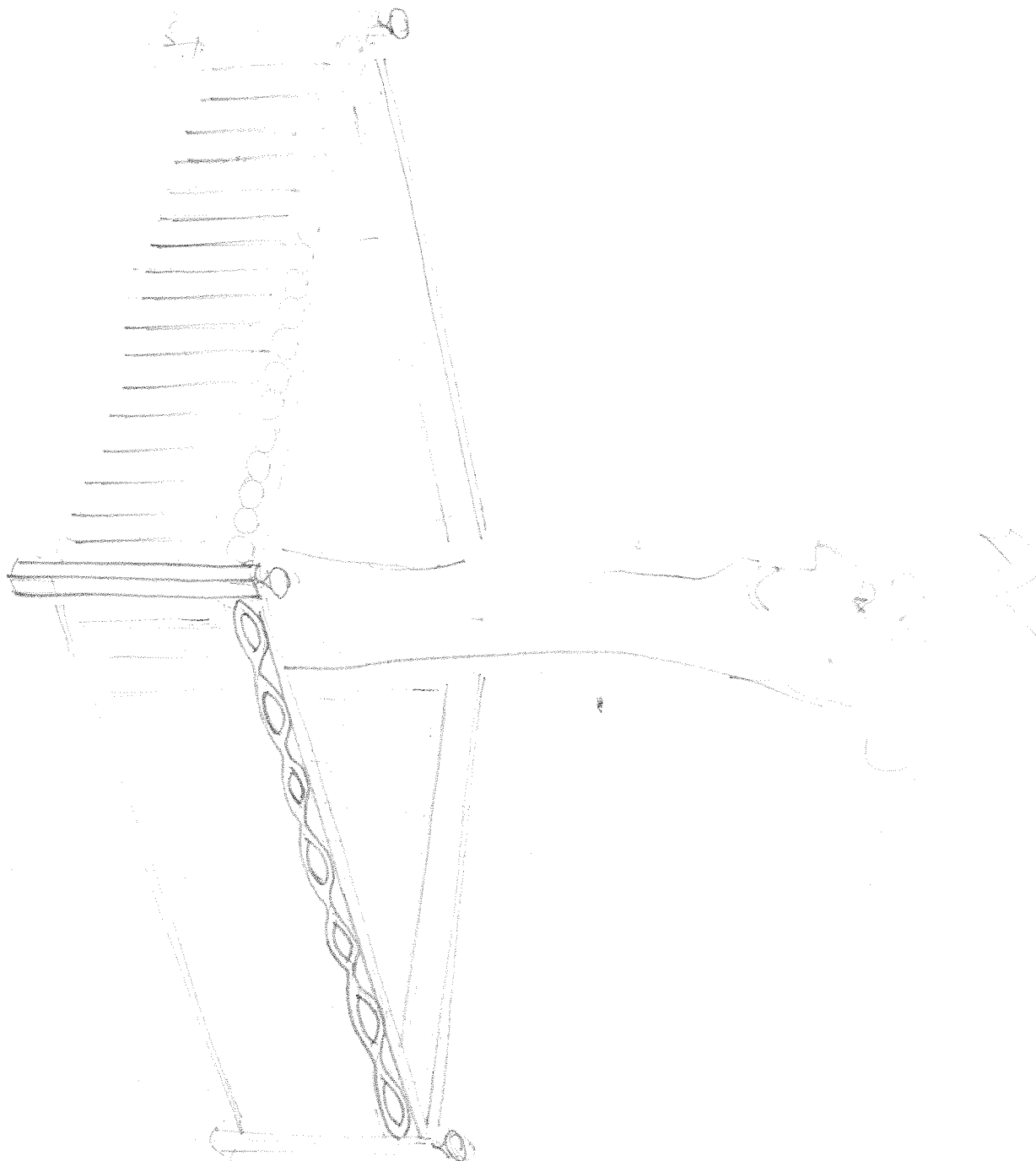
DEAR MR BAKER:

ENCLOSED FIND A ROUGH SKETCH OF WHAT A
RAILING MIGHT LOOK LIKE. A RANGE OF COSTS
WOULD BE FROM \$2000 FOR A 12' X 12' X 3 1/2'
TO \$3900 FOR 20' X 20' X 4 1/2'. A VARIETY OF
BORDER DESIGNS ARE POSSIBLE. PRICES QUOTED
INCLUDE INSTALLATION OF A FINISH (PAINTED) RAILING
ON YOUR FOOTINGS.

I HOPE THIS IS OF USE TO YOU. I REMAIN

YOURS.


ERIC C. BAUER



7/84 EMB

Dear Mr. Baker,

Please have a fiberglass cap put on the top of the Indian statue in Battery Park (see page 3). Send zerox copies of the attached material to the Mayor, Chamber and interested parties in the upkeep of the monument. Get back to me on the condition of the statue at your earliest convenience.

Thanks,

Peter W. Toth
Sculptor

PETER "WOLF" TOTH'S

L OF THE WHISPERING GIANTS

GIFTS OF ONE INDIAN MONUMENT IN EACH OF THE 50 STATES TO HONOR THE INDIAN

MAGAZINE, NBC NIGHTLY NEWS (Tom Brokaw), ABC WORLD NEWS This Morning, NBC's REAL PEOPLE, 5 IN THE NEWS and TV and radio talk shows. Carried on the PAUL HARVEY Noon Broadcast and appeared in IT OR NOT, PEOPLE'S Magazine, GRIT, Children's WEEKLY READER, The NEW YORK TIMES, and carried by major newspapers nationwide.

YOU ARE THE CARETAKERS

would like to assist you in our mutual interest, preservation and longevity of the Indian monument. Statue, according to some of the experts on the , should last over 100 years. However, it must continual care. Someday in the future it may need or may have to be moved indoors. If decay de- , DO NOT sell it, give it away, or discard it. There are plenty of museums or other places that would love to have it, including myself.

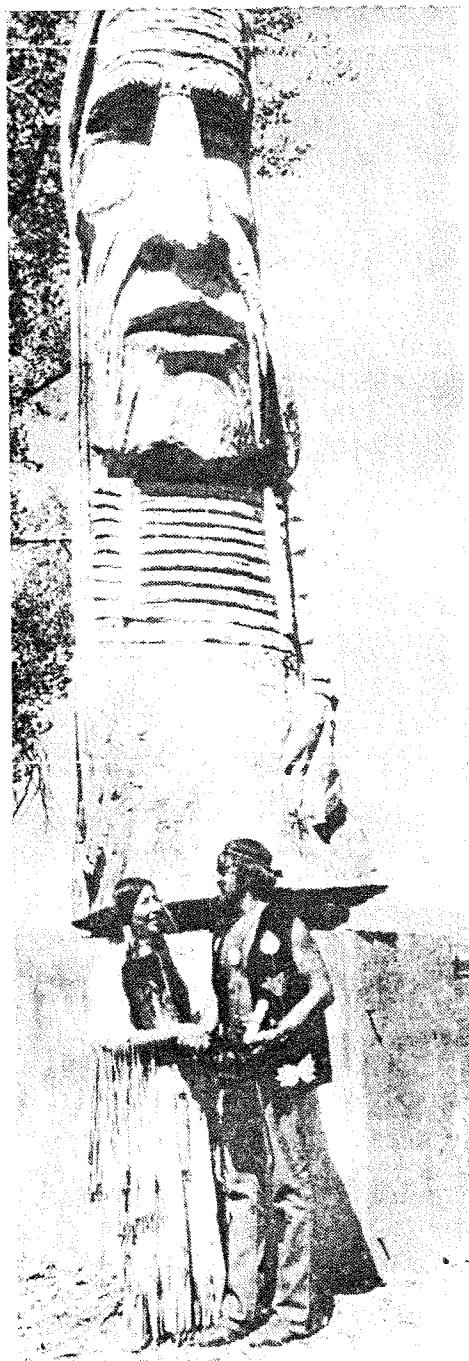
CARE OF THE MONUMENT, updated 1986

1. USE CLEAR PENTA WOOD PRESERVATIVE. If pentachlorophenol is unavailable, it's acceptable to use Woodlife, Waterlock, Cuprinol, or any good clear wood preservative that guarantees to fight wood decay, dry rot, fungus, woodborers, termites, carpenter ants and impregnates the wood with a chemical that allows the water to roll off, making the statue water resistant.
2. SPRAY SEVERAL SATURATING COATS ON thoroughly dry wood making sure to reach even the deepest cracks and crevices and all surfaces, especially the top and bottom of statue. Try to keep the spraying to the driest, hottest time of the year, whether late spring, summer, or fall.
3. LET SOAK IN AND DRY FOR ABOUT A WEEK.
4. BRUSH ON 2 OR 3 COATS OF URETHANE OR VARNISH on the face and top of head especially. (The rest of the surface may need very little varnish, mostly preservative.)

This procedure to be repeated at least once or twice a year, or more frequently if needed.

Please update me on how the statue I sculptured for you in 1984 is holding up to the elements in your particular part of the country (and state). Has the Care of the Monument Sheet been adhered to completely? Or partially? Please elaborate.

Be sure the Mayor's Office, Park's Department, Chamber of Commerce, and all parties responsible or interested in the longevity of the Indian statue get a zerox copy of this and all enclosed materials.



Loveland Co. Monument
Peter Toth with Ann

Attachement A: Greylock Deaccession Report

Sculptor Peter Toth, c/o Lowell Jensen, Rt. 2, Box 599, Cable, WI 54821

TO GIVE DIGNITY TO A MAN IS ABOVE ALL THINGS - Indian Proverb

Page 235 of 673

SCULPTOR PETER "WOLF" TOTH'S

TRAIL OF THE WHISPERING GIANTS

GIFTS OF ONE INDIAN MONUMENT IN EACH OF THE 50 STATES TO HONOR THE INDIAN

As seen on PM MAGAZINE, NBC NIGHTLY NEWS (Tom Brokaw), ABC WORLD NEWS This Morning, NBC's REAL PEOPLE, KIDSWORLD, CBS IN THE NEWS and TV and radio talk shows. Carried on the PAUL HARVEY Noon Broadcast and appeared in RIPLEY'S BELIEVE IT OR NOT, PEOPLE'S Magazine, GRIT, Children's WEEKLY READER, The NEW YORK TIMES, and carried by AP and UPI in major newspapers nationwide.

YOU ARE THE CARETAKERS

I would like to assist you in our mutual interest, the preservation and longevity of the Indian monument. Your statue, according to some of the experts on the subject, should last over 100 years. However, it must have continual care. Someday in the future it may need repair or may have to be moved indoors. If decay develops, DO NOT sell it, give it away, or discard it. There are plenty of museums or other places that would love to have it, including myself.

CARE OF THE MONUMENT, updated 1986

1. USE CLEAR PENTA WOOD PRESERVATIVE. If pentachlorophenol is unavailable, it's acceptable to use Woodlife, Waterlock, Cuprinol, or any good clear wood preservative that guarantees to fight wood decay, dry rot, fungus, woodborers, termites, carpenter ants and impregnates the wood with a chemical that allows the water to roll off, making the statue water resistant.
2. SPRAY SEVERAL SATURATING COATS ON thoroughly dry wood making sure to reach even the deepest cracks and crevices and all surfaces, especially the top and bottom of statue. Try to keep the spraying to the driest, hottest time of the year, whether late spring, summer, or fall.
3. LET SOAK IN AND DRY FOR ABOUT A WEEK.
4. BRUSH ON 2 OR 3 COATS OF URETHANE OR VARNISH on the face and top of head especially. (The rest of the surface may need very little varnish, mostly preservative.)

This procedure to be repeated at least once or twice a year, or more frequently if needed.

Please update me on how the statue I sculptured for you in 1974 is holding up to the elements in your particular part of the country (and state). Has the Care of the Monument Sheet been adhered to completely? Or partially? Please elaborate.

Be sure the Mayor's Office, Park's Department, Chamber of Commerce, and all parties responsible or interested in the longevity of the Indian statue get a zerox copy of this and all enclosed materials.

CARE OF INDIAN MONUMENT, update 1986

If the inevitable checks (cracks) have formed in your statue to the point where it's unsightly, I recommend using a long-lasting wood putty called DURHAM ROCK HARD WATER PUTTY. (Add proper stain to mixture, so color blends in with the statue.) This putty is a powder mixture that you mix with water and will stand up to the elements, not shrink and fall out like other putties will. It should be available in most lumber companies and hardware stores, or you could order it directly from Donald Durham Co. in Des Moines, Iowa 50304.

If the checks are over an inch wide, I recommend fitting a wood shim into the cracks first (shim should be nearly equal to the crack's diameter), then drill and plug with wooden doll rods. This will secure the shim in place. Then for a fine touch, fill in remaining cracks with putty (be sure to use same species of wood as the statue for the shim).

It was also brought to my attention that lightning has struck one of my statues. I strongly recommend putting up a lightning rod on each statue, especially if it's in a vulnerable area.

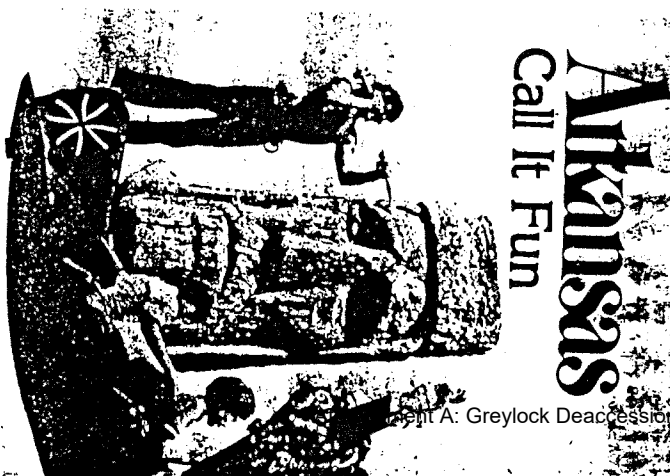
These Indian monuments are becoming a unique part of Americana made to honor the first people. They have been seen by millions of people in newspapers, magazines, and TV shows like PM Magazine, NBC's Real People, and most recently was carried on Tom Brokaw's NBC's Nightly News and ABC's News This Morning.

Food for thought--you may want to consider using your Indian statue for city or state tourist promotion ads. It would serve a good purpose in honoring the American Indian and an excellent enticement for people to visit your city, using your restaurants, motels, and businesses. In my travel many people have expressed a desire to look up all my statues as they travel the country. (See below one such tourist promotion ad used in TV Guide.) I'm sure it could only benefit the area, especially from a national perspective. (If the statue is used in any publication, would you kindly send me a copy?)

I must have a reply to this letter stating the condition of your Indian statue. Please get back to me at your earliest convenience. Use my Wisconsin mailing address or you can reach me direct by phone #615-928-4104 until Dec. 8, 1986.

Sincerely,

Peter Wolf Toth
Peter Wolf Toth, Sculptor



Arkansas
Call It Fun

Call It Free

1-800-643-8383

For your Arkansas Vacation Kit

Round up the family and tell them you're all going back to the natural state — Arkansas! Where they can explore a lost valley or talk to a Conquistador... experience a little of America's past --

ATTENTION: DECAY PROBLEMS

Major decay with at least 3 of my statues has been recently brought to my attention. The problem appears to be extreme heart (interior) decay brought on by water continually seeping into the top of the statue via cracks, coupled with ant or termite damage. Some of the complications may have been brought on by neglect in following proper care of the statue, however, part of it is probably just weather damage.

Moisture getting into the top of the statue promotes fungus growth which in time will greatly accelerate the decay of wood. I recommend the following:

STEP ONE: At the earliest time cover the top of statue with approximately 2 ft. to 3 ft. square tarp, nailing down corners to prevent water from leaching back into the top of the statue. Leave on approximately 1 month to ensure drying of heart wood.

STEP TWO: On a dry day, remove tarp and slowly drip through top cracks 1 to 3 gallons of fungicide.

STEP THREE: Replace tarp and let dry. Repeat procedure in a few days.

STEP FOUR: Replace tarp with a permanent resin cap, with an underlayer of fiberglass cloth, on at least two-thirds of the top of the Indian's head (or feather area). Make sure cracks are overlapped and minimal airspace is allowed under fiberglass cap and/or between feathers to prevent any future water getting back into the statue.

STEP FIVE: Take core samples from back and sides of statue to make sure it is in sound condition.

STEP SIX: Call Richard Huskey, Branch Manager of Terminix in Johnson City, TN, phone 615-282-1331 and Mr. Huskey will line you up with a local Terminix company who will treat the statue for ants and termites free of charge (so he said).

If you have further questions you can write me thru my Wisconsin address or you can call me by phone at 615-928-4104 but only through Dec. 8, 1986.

Peter Wolf Toth, Sculptor



SCULPTOR PETER TOTH'S

TRAIL OF THE WHISPERING GIANTS

GIFTS OF ONE INDIAN MONUMENT IN EACH OF THE 50 STATES TO HONOR THE INDIAN

Filmed by REAL PEOPLE, KIDSWORLD, CBS-IN THE NEWS, and TV & Radio Talk Shows. Appeared in RIPLEY'S BELIEVE IT OR NOT, GRIT, CHILDREN'S WEEKLY READER and carried by AP and UPI in major newspapers nationwide.

CARE OF MONUMENT

- 1) Use clear CUPRINOL wood preservative. (If unavailable, use Woodlife, Waterlock, or Penta.)
- 2) Spray several saturating coats on dry wood ~~over several days~~.
- 3) Let dry for ^{a week or two} ~~several more days~~, then brush ^{face and top} with urethane or varnish. (2 or 3 coats)

This procedure to be repeated at least once a year or more frequently if needed.

5/31/83

PETER TOTH

Pt W Toth



Loveland Co. Monument
Peter Toth with Ann
Strange Owl.

Sculptor Peter Toth, c/o Lowell Jensen, Rt. 2, Box 599, Cable, WI 54821

Attachement A: Greylock Deaccession Report

TO GIVE DIGNITY TO A MAN IS ABOVE ALL THINGS — Indian Proverb

SCULPTOR PETER "WOLF" TOTH'S

TRAIL OF THE WHISPERING GIANTS

GIFTS OF ONE INDIAN MONUMENT IN EACH OF THE 50 STATES TO HONOR THE INDIAN

As seen on PM MAGAZINE, NBC NIGHTLY NEWS (Tom Brokaw), ABC WORLD NEWS This Morning, NBC's REAL PEOPLE, KIDSWORLD, CBS IN THE NEWS and TV and radio talk shows. Carried on the PAUL HARVEY Noon Broadcast and appeared in RIPLEY'S BELIEVE IT OR NOT, PEOPLE'S Magazine, GRIT, Children's WEEKLY READER, The NEW YORK TIMES, and carried by AP and UPI in major newspapers nationwide.

June 12, 1987

Mr. Sidney C. Baker, Superintendent
Parks & Recreation
P.O. Box 3038
Burlington, VT 05401

Dear Sidney Baker,

Recently a friend of mine sent me a photo of the Indian monument I made for Burlington that stands in Battery Park. I must say the stonework around the cement base and the beautiful plaque looks very nice.

I was concerned however with the weathering and apparent lack of preservative and urethane on the statue. I also would like to inquire if you received my previous instructions on the care of the monument that I mailed last November? I feel it is imperative for the longevity of the statue that it be coated, top and bottom, with preservative then varnish and also a fiberglass cap put on the top and head area as per my previous instructions.

The statue looks great now, but if the above instructions are not followed, decay will quickly set in and the statue will be lost.

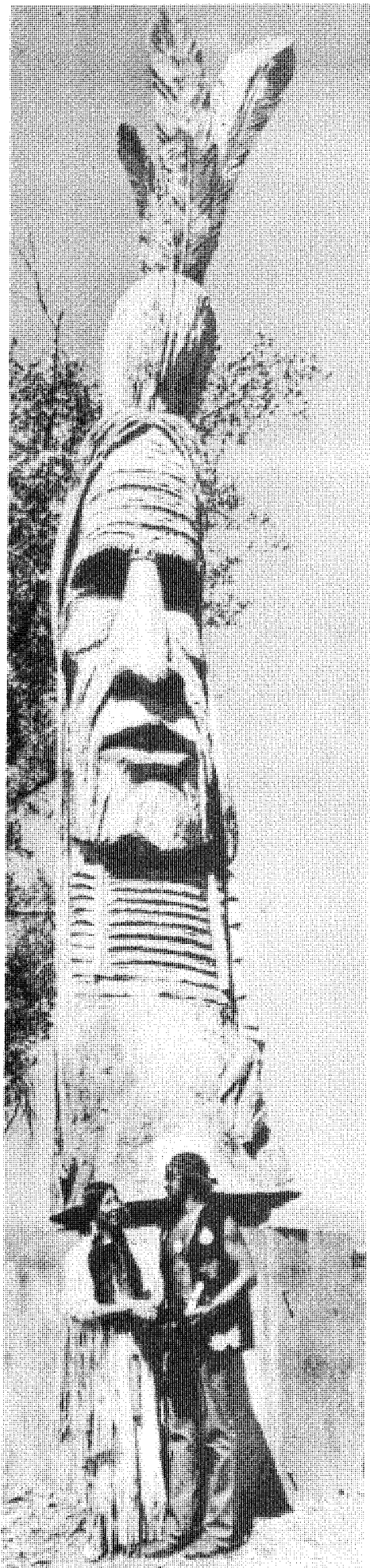
If I can be of any assistance in answering any questions, please feel free to contact me thru my Wisconsin address.

also please get back to me and verify that the fiberglass cap and preservative varnish has been applied.

Sincerely,

Peter Wolf Toth
Peter Wolf Toth, Sculptor

PWT/kt



Loveland Co. Monument
Peter Toth with Ann

Attachement A: Greylock Deaccession Report

Sculptor Peter Toth, c/o Lowell Jensen, Rt. 2, Box 599, Cable, WI 54821

TO GIVE DIGNITY TO A MAN IS ABOVE ALL THINGS - Indian Proverb Page 240 of 673

SCULPTOR PETER TOTH'S

TRAIL OF THE WHISPERING GIANTS

GIFTS OF ONE INDIAN MONUMENT IN EACH OF THE 50 STATES TO HONOR THE INDIAN

Filmed by REAL PEOPLE, KIDSWORLD, CBS-IN THE NEWS, and TV & Radio Talk Shows. Appeared RIPLEY'S BELIEVE IT OR NOT, GRIT, CHILDREN'S WEEKLY READER and carried by AP and UPI in many newspapers nationwide.

CARE OF THE INDIAN MONUMENT updated 1985

1. USE CLEAR PENTA WOOD PRESERVATIVE. If pentachlorophenol is unavailable, it's acceptable to use Woodlife, Waterlock, Cuprinol, or any good clear wood preservative that guarantees to fight wood rot, dry rot, fungi, woodborers, termites, carpenter ants and impregnates the wood with a chemical that allows the water to roll off, making the statue water resistant.
2. SPRAY SEVERAL SATURATING COATS ON thoroughly dry wood making sure to reach even the deepest cracks and crevices and all surfaces including the bottom of statue. Try to keep the spraying to the driest, hottest time of the year, whether late spring, summer, or fall.
3. LET SOAK IN AND DRY FOR ABOUT A WEEK.
4. BRUSH ON 2 OR 3 COATS OF URETHANE OR VARNISH on the face and top of head especially. (The rest of the surface may need very little varnish, mostly preservative.)

This procedure to be repeated at least once or twice a year, or more frequently if needed.

Please update me on how the statue I sculptured for you in 1984 is holding up to the elements in your particular part of the country (and state). Has the Care of the Monument Sheet been adhered to completely? or partially? Please elaborate.

I would like to assist you in our mutual interest, the preservation and longevity of the Indian monument. Your statue, according to some of the experts on the subject, should last over 100 plus years. However, it has to have minimal, yet continual care. Unlike the Statue of Liberty, where many millions of dollars are needed for its upkeep, your Indian monument may only need 10 to 50 man-hours and \$100 to \$300 of preservative and materials every 10 years.

(continued on next page)

(Please make sure the Mayor, Park's Dept., Chamber of Commerce and parties responsible or interested in the Indian statue get a zerox copy of this letter.)



Loveland Co. Monument
Peter Toth with Ann

CARE OF INDIAN MONUMENT (II) 1980

If the inevitable checks (cracks) have formed in your statue to the point where it's unsightly, I recommend using a long lasting wood putty called DURHAM ROCK HARD WATER PUTTY. (Add proper stain to mixture, so color blends in with the statue.) This putty is a powder mixture that you mix with water and will stand up to the elements, not shrink and fall out like other putties will. It should be available in most lumber companies and hardware stores, or you could order it directly from Donald Durham Co. in Des Moines, Iowa 50304.

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It was also brought to my attention that lightning has struck one of my statues. I strongly recommend putting up a lightning rod on each statue, especially if it's in a more vulnerable area like an open field.

These Indian monuments are becoming a unique part of Americana made to honor the first people. They have been seen by millions of people in newspapers, magazines, and TV shows like PM Magazine, NBC's Real People, and most recently was carried on Tom Brokaw's NBC's Nightly News and ABC's News This Morning.

Food for thought--it might be worth considering using your Indian statue for your next city or state tourist promotion in advertising. It would serve a good purpose in honoring the American Indian and an excellent enticement for people to visit your city, using your restaurants, motels, and businesses. In my travel many people have expressed a desire to look up all my statues as they travel the country. (See below one such tourist promotion ad used in TV Guide.) I'm sure it could only benefit the area, especially from a national perspective. (If the statue is used in any publication, would you kindly send me a copy?)

It's imperative that I get an acknowledgment and a reply to this letter and the condition of your Indian statue. Please get back to me at your earliest convenience. I can be reached for the next few days at 815-452-2665. I expect to be in Paducah, Kentucky by the 20th of March to start working on my 50th statue in my 45th state.

All our best shows are live

For your next vacation,
turn to Arkansas and
discover the many personalities
of an Arkansas vacation.

CALL TOLL-FREE 1-800-643-8383
FOR IMMEDIATE RESPONSE

FREE ARKANSAS VACATION KIT

Arkansas Department of
Parks and Tourism
Department 122
State Capitol
Little Rock,
Arkansas 72201

You'll Remember
Arkansas
It's a Natural

Name _____
Address _____
City _____
State _____ Zip _____

Attachment A: Greylock Deaccession Report
TV GUIDE A-57

Sincerely,

Peter Wolf Toth
Peter Wolf Toth, Sculptor



To: Burlington City Arts - Doreen Kraft, Executive Director
From: Burlington City Arts - Public Art Committee
Date: March 13 2025
Re: Artwork Gift - Recommendation to Deaccession Public Artwork

Dear Doreen:

Reference is hereby made to the City of Burlington Art in Public Places Guidelines and Policies (the "Guidelines"). Capitalized terms used herein, but otherwise undefined, shall have the meanings ascribed to them in the Guidelines.

On March 13 2025, the Public Art Committee of the BCA Board of Advisors (the "Committee") met to discuss, among other things, the proposed deaccession of Artwork described on Exhibit A attached hereto (the "Artwork"). Based on the information presented to the Committee, the Committee agreed that the Artwork meets the criteria for deaccession as outlined in Section XII of the Guidelines and makes the recommendation that the method of deaccession, follow the recommendation of the Abenaki Community if no other option for relocation can be confirmed. The final method of deaccession will be at the discretion of the BCA provided due diligence has been completed. Accordingly, the Committee voted to recommend the approval for deaccession of the Artwork pursuant to Section XII.I of the Guidelines.

As always, thank you for your advancement of BCA's mission and public art planning and projects – your leadership and efforts are very much appreciated!

Sincerely,

Burlington City Arts Board of Advisors

A handwritten signature in cursive script that reads "Sarah Morgan".

Sarah Morgan, Public Art Committee

To: Doreen Kraft, Executive Director
From: Burlington City Arts Board of Advisors
Date: March 18, 2025
Re: Artist Selection(s), Great Streets – Main Street

Dear Doreen:

Reference is hereby made to the City of Burlington Art in Public Places Guidelines and Policies (the “Guidelines”). Capitalized terms used herein, but otherwise undefined, shall have the meanings ascribed to them in the Guidelines.

Pursuant to Sections VI.B.2 and VI.B.3 of the Guidelines, the BCA Board of Advisors (the “Board”) hereby certifies its approval of the Acceptance of the Public Art Gift to the City by the Abenaki Nation of Missisquoi (the “Gift”). The Board’s decision to approve the Gift is based on [***Insert Reason | Example: the City’s commitment to encourage equitable and empowering partnerships with leadership and citizens of the Vermont Abenaki Community and ensuring their continued representation in the City’s Public Art program is important. The Board also as reviewed considerations, including, among other things, its inherent artistic quality, its planned design and materials, its durability and ability to be maintained, its accessibility by the public, and its environmental impact and believes it that the proposed Gift fulfills the goals of the Art in Public Places Program***]. Finally, having considered the recommendations of the Public Art Administrator and the Public Art Committee, the Board has concluded that the Gift is fitting and appropriate to the Project’s function and location.

In light of the above, the Board believes it to be in the best interests of the City and the Art in Public Places Program to initiate a gift agreement with the Abenaki Nation of Missisquoi for the proposed gift in accordance with Sections VI.B.2 and VI.B.3 of the Guidelines.

Sincerely,
Lori Rowe
Burlington City Arts Board of Advisors

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: City Arts Submitter: Colin Storrs

Title/Subject: Authorization to Deaccession the Work of Public Art *Chief Greylock*

Approval Requested:

☐ Board of Finance

☒ City Council

☐ Both BOF and Council

Meeting Date:

Click or tap to enter a date.

7/14/2025

Click or tap to enter a date.

Instructions

1. This form must be completed by the person submitting the materials.
2. This form must be sent with the final submission of materials in advance of the meeting.
3. Do not indicate that a sign-off was received until it has actually been obtained.
4. Commission reports and presentations do not need to be reviewed by the CAO or Attorneys.
5. Name the reviewing Attorney or HR Manager in the Note column.

Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	7/7/2025	Doreen Kraft
Mayor's Office	Yes	7/9/2025	Joe Magee
Board/Commission	Yes	3/18/2025	BCA Board of Advisors
City Attorney's Office for memo and contracts or legal documents	Choose an item.	Click or tap to enter a date.	Emmett Wood
City Attorney's Office for memo and motion(s) or resolution(s)	Yes	5/22/2025	Emmett Wood
CAO for budget, financing, and memo	Yes	7/8/2025	Bradley Kukenberger
Human Resources, if personnel action or policy	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.

BURLINGTON CITY ARTS

MEMORANDUM

TO: City of Burlington, City Council

FROM: Doreen Kraft, Director, Burlington City Arts

CC: Sophie Sauvé, Burlington Parks Recreation and Waterfront
Colin Storrs, Public Art and Grants Program Manager

DATE: 7/14/25

SUBJECT: Authorization to Accept a Work of Public Art from the Abenaki Nation of Missisquoi Tribal Council.

REQUEST

Burlington City Arts (BCA) requests City Council authorization to accept the donation of a work of Public Art from the Abenaki Nation of Missisquoi Tribal Council, and for the Director of BCA or their designee to execute all documents necessary to accept the funding, subject to final review and approval by the City Attorney's Office and Chief Administrative Officer.

EXECUTIVE SUMMARY

Background:

In 1984, Peter Wolf Toth approached the City of Burlington and proposed to complete a sculpture as part of his Whispering Giant series, where he carved Indigenous figures in each of the 50 states to honor oppressed peoples. Having fled the Soviet occupation of Hungary, he identified with their struggles. In 1987, he completed what would later be known as Chief Greylock in Battery Park. The work was named and embraced by the Abenaki community but was neither created by nor representative of the Indigenous people of Vermont.

After 40 years of exposure to the elements, the sculpture has sustained significant degradation. In 2019, the 6–8-foot-tall feather atop the statue was deemed a hazard and fell after being fenced off for public safety. In the fall of 2024, Burlington City Arts (BCA) commissioned Tree Works to conduct a condition assessment, which concluded that the entire sculpture was a public safety risk and recommended removal. Subsequently, and in accordance with the Art in Public Places Policy, BCA consulted the City Attorney's Office to confirm appropriate next steps.

Using funds provided by City Council Resolution 6.01 (was 6.05) on 3/21/22 the Abenaki Nation of Missisquoi commissioned artist Brandon Wilson of Mountainside Sculpture & Design in Jay, VT, to create a large-scale Piece of Public Art but had not secured a final location for the work. Various locations were explored with community partners, and when the City approached Chief Brenda Gagne with the recommendation to deaccession the Chief Greylock piece, both parties agreed that accepting a replacement piece, provided by the Abenaki Council, would be the best course of action to pursue. The Public Art Gift Process was then initiated following the guidelines outlined in the Art in Public Places policy.

Parks Director at the time, Cindi Wight has expressed full support for the project. The Public Art Committee reviewed and made a motion to recommend the acceptance of the gift to the BCA Board of Advisors during their 3/13/25 public meeting. And the BCA Board of Advisors reviewed and made a motion to recommend the acceptance of the gift during their 3/18/25 public meeting.

While it is necessary to remove the current Chief Greylock sculpture from the site to protect public safety, providing a replacement work—with direction from Abenaki partners like Chief Brenda Gagne and the Missisquoi Abenaki council—preserves the Abenaki community's cultural connection to the site and maintains their ongoing presence at this meaningful location.

The City will commission an engineer to assess the current foundation and ensure that its condition will allow it to be reused for the donated work. The engineer will recommend any renovations that are required to ensure the existing foundation is structurally sufficient to hold another piece of public art for decades to come. Should improvements be required, the City will contract for those services.

Project Funding:

The total project budget is \$25,000 for the foundation evaluation, materials required, and support of the necessary construction work. All City related costs will be covered by the Public Art Commissioning Fund (807-27-700.9500_100-Capital Outlay Construction).

The value of the donated work is \$20,000.

Maintenance

The work will be incorporated into the City's Art in Public Places program and maintained using funds from the 1% for Public Art fund. The City will include in their donation agreement, a clause that allows for an accelerated deaccession timeline—10 years rather than the standard 25 years—to reflect the realities of displaying a wooden sculpture in an outdoor environment. While the work is expected to remain in place beyond 10 years, this adjustment ensures a more responsive long-term maintenance strategy and more efficient removal and replacement process if the condition warrants it.

Department Contact:

If you have any questions, please contact Colin Storrs at costorrs@burlingtoncityarts.org or (802) 540-8376.

ATTACHMENT

- A. Gift Summary
- B. Public Art Committee Recommendation to Approve and Accept Gift Date March 13 2025
- C. BCA Board of Advisors Recommendation to Approve and Accept Gift Date March 18 2025

MOTION

Burlington City Arts (BCA) respectfully requests City Council approve the following motion:

"To approve and authorize the Director of BCA to accept a public art donation as described in Attachment A, with a total value of \$20,000 from the Missisquoi Abenaki Nation; to facilitate site preparation up to a maximum amount of \$25,000; and to execute all necessary documents upon final review and approval by the City Attorney's Office, provided that the Chief Greylock sculpture is approved for deaccession."

Thank you for your continued support.

Summary:

In 1894, Peter Wolf Toth approached the City of Burlington and proposed to complete a sculpture as part of his *Whispering Giant* series, where he carved Indigenous figures in each of the 50 states to honor oppressed peoples. Having fled the Soviet occupation of Hungary, he identified with their struggles. In 1987, he completed what would later be known as *Chief Greylock* in Battery Park. The work was named and embraced by the Abenaki community but was neither created by nor representative of the Indigenous people of Vermont.

After 40 years of exposure to the elements, the sculpture has sustained significant degradation. In 2019, the 6–8-foot-tall feather atop the statue was deemed a hazard and fell after being fenced off for public safety. In the fall of 2024, Burlington City Arts (BCA) commissioned Tree Works to conduct a condition assessment, which concluded that the entire sculpture was a public safety risk and recommended removal.

Recognizing the substantial cultural significance of that holding that space represents for the Abenaki Nation of Missisquoi, they suggested to the City that they accept a work commissioned by artist Brandon Wilson of Mountainside Sculpture & Design in Jay, VT, to replace the deteriorating piece. Various locations were explored with community partners, and when the City approached Chief Brenda Gagne with an opportunity to replace *Chief Greylock*, both parties agreed that this was the best course of action. The Public Art Gift Process was then initiated following the guidelines outlined in the *Art in Public Places* policy.

Gift Value:

The value of the artwork is **\$20,000**, which includes all payments made to the artist for fabrication and delivery. Installation and any necessary foundation updates will be the City's responsibility. The City is applying for an AARP Grant to support the project costs. If funding is not awarded, the City has access to the 807 Public Art Fund and may also utilize funds allocated by BPRW for Battery Park renovations.

Material:

The artist has provided in-progress images of the work (attached at the end of this document). The final piece will feature a lower section that includes a wildlife totem on one side, an Abenaki figure on the other, and a top section that is an eagle carving. The lower section will stand 11 feet above the foundation, with a too-be-attached eagle sculpture increasing the total height to 16 ½ feet. The sculpture is made of Red Oak with carved and painted sections.

Site Plan:

The project will utilize the existing foundation from *Chief Greylock* with necessary modifications. The location is in the northern section of Battery Park, intentionally positioned so that viewers at the base of the sculpture can look through the bandstand toward Odzihozo, a rock formation of significant importance to the Abenaki community.

City Department Support:

Cindi Wight from BPRW has supplied letters of support.

Construction Documents:

Construction documents will be prepared later in the project timeline. An engineer will assess whether the foundation requires updates to accommodate the new piece. Though lighter than the original sculpture, the age of the existing foundation necessitates a review. The new artwork is intended to be secured to the foundation using either: a metal rod support system (similar to the original installation), or a bracket system, with final details determined after the engineering assessment.

Recommended Maintenance Plan:

Red Oak is one of the most stable woods for outdoor sculpture. However, to ensure longevity, the artist recommends power washing the sculpture and applying log-based oil (*Cabot Timber Oil – Natural*) generously with a paint sprayer every two years. The estimated cost for this maintenance, if performed by an external vendor, is \$2,000–\$3,000 every two years. This expense will be budgeted into the Public Art Maintenance Fund.

Attachments:

- Images of the proposed sculpture
- Site plan of Battery Park
- Statement of support from BPRW

Image #1: Side 1



Image #2: Side 2



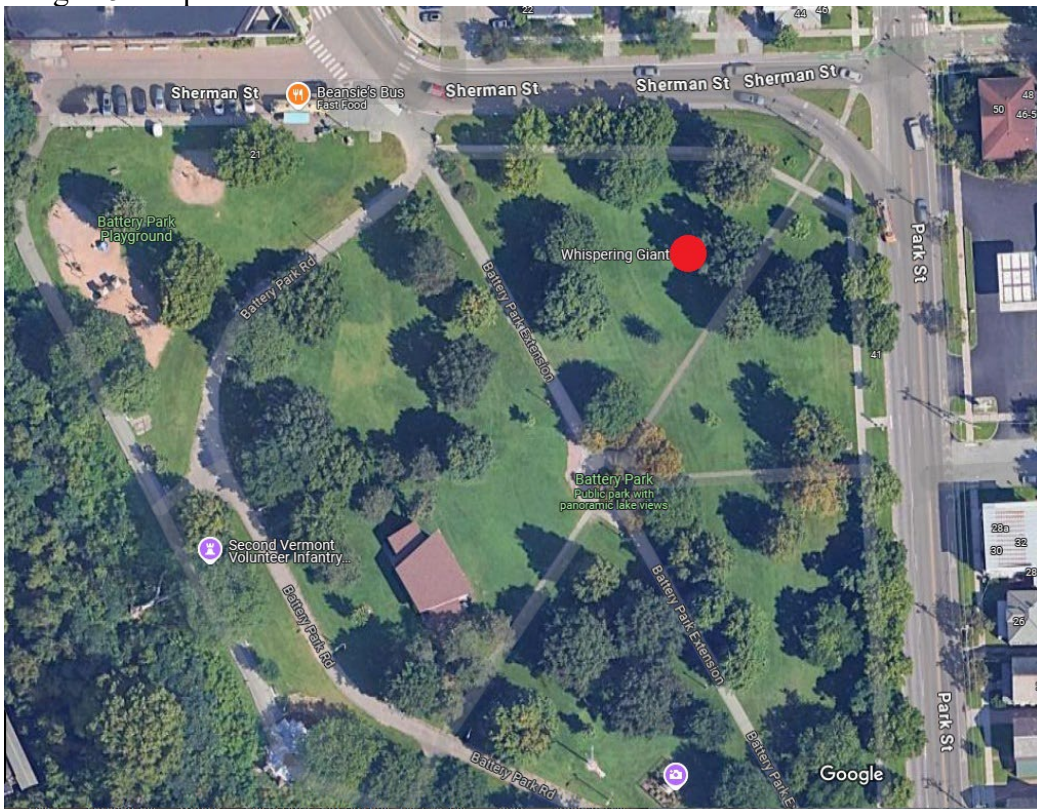
Image #3: Cap piece



Image #4: Location



Image #5: Map





March 10, 2025

To whom it may concern:

Burlington Parks, Recreation & Waterfront (BPRW) supports the addition of murals on the home and visitor dugouts at the Calahan Park Little League field, ensuring the art represents the diversity of users participating in baseball now and in the future.

In addition, BPRW supports the replacement of Chief Greylock at Battery Park as proposed.

Sincerely,

A handwritten signature in black ink that reads 'C. Wight'.

Cindi Wight
BPRW Director



To: Burlington City Arts - Doreen Kraft, Executive Director

From: Burlington City Arts - Public Art Committee

Date: 3.13.25

Re: Artwork Gift - Recommendation to Approve and Accept

Dear Doreen:

Reference is hereby made to the City of Burlington Art in Public Places Guidelines and Policies (the "Guidelines"). Capitalized terms used herein, but otherwise undefined, shall have the meanings ascribed to them in the Guidelines.

On March 13 2025, the Public Art Committee of the BCA Board of Advisors (the "Committee") met to discuss, among other things, the proposed gift of Artwork to replace the current Chief Greylock work in Battery Park described in Exhibit A attached hereto (the "Gift"). Based on the information presented to the Committee, the Committee agreed that the Gift meets the criteria for Selecting Artists and Artwork as outlined in Section V of the Guidelines. Accordingly, the Committee voted to recommend the approval and acceptance of the Gift pursuant to Section VI.B.2 of the Guidelines.

As always, thank you for your advancement of BCA's mission and public art planning and projects – your leadership and efforts are very much appreciated!

Sincerely,

Burlington City Arts Board of Advisors

A handwritten signature in black ink, appearing to read "Livia DeMarchis".

Livia DeMarchis, Public Art Committee

To: Doreen Kraft, Executive Director

From: Burlington City Arts Board of Advisors

Date: March 18, 2025

Re: Gift Acceptance – Public Art Gift to the City by the Abenaki Nation of Missisquoi

Dear Doreen:

Reference is hereby made to the City of Burlington Art in Public Places Guidelines and Policies (the “Guidelines”). Capitalized terms used herein, but otherwise undefined, shall have the meanings ascribed to them in the Guidelines.

Pursuant to Sections VI.B.2 and VI.B.3 of the Guidelines, the BCA Board of Advisors (the “Board”) hereby certifies its approval of the Acceptance of the Public Art Gift to the City by the Abenaki Nation of Missisquoi (the “Gift”). The Board’s decision to approve the Gift is based on the City’s commitment to encourage equitable and empowering partnerships with leadership and citizens of the Vermont Abenaki Community and ensuring their continued representation in the City’s Public Art program is important. The Board also as reviewed considerations, including, among other things, its inherent artistic quality, its planned design and materials, its durability and ability to be maintained, its accessibility by the public, and its environmental impact and believes it that the proposed Gift fulfills the goals of the Art in Public Places Program. Finally, having considered the recommendations of the Public Art Administrator and the Public Art Committee, the Board has concluded that the Gift is fitting and appropriate to the Project’s function and location.

In light of the above, the Board believes it to be in the best interests of the City and the Art in Public Places Program to initiate a gift agreement with the Abenaki Nation of Missisquoi for the proposed gift in accordance with Sections VI.B.2 and VI.B.3 of the Guidelines.

Sincerely,

Lori Rowe

Burlington City Arts Board of Advisors

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: City Arts Submitter: Colin Storrs
Title/Subject: Authorization to Accept a Work of Public Art from the Abenaki Nation of Missisquoi Tribal Council.

Approval Requested:

☐ Board of Finance

☒ City Council

☐ Both BOF and Council

Meeting Date:

Click or tap to enter a date.

7/14/2025

Click or tap to enter a date.

Instructions

1. This form must be completed by the person submitting the materials.
2. This form must be sent with the final submission of materials in advance of the meeting.
3. Do not indicate that a sign-off was received until it has actually been obtained.
4. Commission reports and presentations do not need to be reviewed by the CAO or Attorneys.
5. Name the reviewing Attorney or HR Manager in the Note column.

Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	7/7/2025	Doreen Kraft
Mayor's Office	Yes	7/9/2025	Joe Magee
Board/Commission	Yes	3/18/2025	BCA Board of Advisors
City Attorney's Office for memo and contracts or legal documents	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and motion(s) or resolution(s)	Yes	5/22/2025	Emmett Wood
CAO for budget, financing, and memo	Yes	7/8/2025	Bradley Kukenberger
Human Resources, if personnel action or policy	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.

INNOVATION & TECHNOLOGY DEPARTMENT

CITY OF BURLINGTON

149 Church Street, Burlington, VT 05401

Phone: (802) 865-7000



To: Burlington Board of Finance
Burlington City Council

From: Scot Barker, Chief Innovation Officer
Tim Clancy, Human Resources Manager

Date: July 14, 2025

Subject: Troy Hughes Reclassification

As part of the ModernGov Initiative, the Innovation & Technology (I&T) department for the City of Burlington is assuming responsibility for the IT functions of the Burlington Police Department. One position (the BPD Network Administrator) was eliminated as part of these changes, and the Help Desk Technician (currently held by Troy Hughes) position is being moved to I&T, which requires a reclassification so that Troy is in the same position as the two people currently in that role in I&T. Through this memorandum, Innovation & Technology respectfully requests that the Board of Finance and City Council approve the following position change:

- 1. Reclassify the Help Desk Technician position formerly within the Burlington Police Department to the Technology Support Specialist position within the Innovation & Technology department of the City of Burlington.** The financial impact for Troy will be net positive, as the Technology Support Specialist role is a market value role and as such is paid slightly more per hour than the Help Desk Technician position at the BPD.

Position	Current Grade/Step	FY 25 Salary	Proposed Grade	FY 26 New Salary
Help Desk Technician	AFSCME PG 15 – Step 5	\$30.8325/\$64,131.60	n/a	n/a
Technology Support Specialist	n/a	n/a	AFSCME PG TSS – Step 5	\$32.7813/\$68,185.1639

We will attend the July 14, 2025 Board of Finance and City Council meetings to answer any questions or provide additional information. Troy's current Help Desk Technician job description and the new Technology Support Specialist job description are attached as Appendices A and B, respectively.

Board of Finance Motion:

"To approve and recommend that the City Council:

- (1) Reclassify Troy Hughes from the Help Desk Technician position at the Burlington Police Department to the Technology Support Specialist in Innovation & Technology at the City of Burlington.

INNOVATION & TECHNOLOGY DEPARTMENT

CITY OF BURLINGTON

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City Council Motion:

“To approve:

- (1) Reclassify Troy Hughes from the Help Desk Technician position at the Burlington Police Department to the Technology Support Specialist in Innovation & Technology at the City of Burlington.

INNOVATION & TECHNOLOGY DEPARTMENT

CITY OF BURLINGTON

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Appendix A

Current Position Description: Help Desk Technician at the Burlington Police Department

City of Burlington Job Description

Position Title: Help Desk Technician

Department: Police

Reports to: Senior Network Administrator

Pay Grade: 15 **Job Code:** 1114

Exempt/Non-Exempt: Non-Exempt **Union:** AFSCME

General Purpose:

The Help Desk Technician plays a vital role in providing technical support and maintaining the operational efficiency of the Police Department's critical infrastructure systems. This position requires a strong understanding of various technologies, excellent problem-solving skills, and the ability to communicate effectively with users at all levels. The Help Desk Technician works in a dynamic and fast-paced environment, ensuring that all systems are functioning optimally to support law enforcement activities and maintain public safety.

Essential Job Functions: (This section outlines the fundamental job functions that must be performed in this position. The “Qualifications/Basic Job Requirements” and the “Physical and Mental/Reasoning Requirements and Work Environment” state the underlying requirements that an employee must meet in order to perform these essential functions. In accordance with the Americans with Disabilities Act, reasonable accommodations may be made to qualified individuals with disabilities to perform the essential functions of the position.)

- Provide technical assistance and support to users within the Police Department.
- Act as the first line of technical support, promptly addressing and resolving support requests, and escalating issues to the appropriate teams or senior technicians when necessary to ensure maximum operational efficiency within the 24/7 public safety operation.
- Install and configure new systems, including desktops, laptops, and peripherals.
- Assist in maintaining and supporting the department phone system for effective communication.
- Provides support for mobile devices such as iPhones, iPads, and tablets used by department personnel.
- Support the software and applications related to the creation of digital case files, digital evidence, and integration of these items into partner agency and vendor computer systems.
- Maintains up-to-date knowledge of IS operating procedures and standards as well as changing technologies so as to be able to stay current with public safety demands.
- Ensure compliance with CJIS/FBI regulations to meet the evolving demands of public safety.

INNOVATION & TECHNOLOGY DEPARTMENT

CITY OF BURLINGTON

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- Provide application support to users of the Department's digital security camera system, analog, digital/IP-based telephony and radio recording system, and the Department's digital identification creation system.
- Provide adequate and timely responses to requests for related services.
- Maintains thorough documentation of daily and weekly services provided, including comprehensive reports on completed tasks, ongoing projects, and plans for future needs and demands.
- Act as a liaison for the Department(s) with other technical support staff/vendors and employees as needed, includes support regarding software problems, updates, fixes, new releases, and change requests.
- Ensures and maintains uptime and data recovery as needed, maintaining regular and dependable data backups.
- Maintain, monitor and ensure the integrity of applications and server infrastructure including; but not limited to conducting end user set-up, account management, carrying out routine system virus scans and virus file updates, etc.
- Maintain Active Directory Environment including; but not limited to user/group maintenance, and group policy management.
- Proactively identify and address server, technology, and application issues, taking appropriate actions to maximize operational efficiency within the 24/7 public safety operation.
- Position may require the operation of City vehicles and/or personal vehicles in order to conduct City business.
- Provides backup, support and guidance for other IT staff.
- Other duties as required.

Qualifications/Basic Job Requirements:

- Associates Degree in Computer Science, IS or related field, or related experience, and a minimum of three (3) years experience supporting hardware and applications is required.
- Additional experience may be substituted for a degree requirement on a two-for-one per year basis.
- Public Safety Experience preferred.
- Entry-level experience in working with Windows Servers and Active Directory environments preferred.
- Ability to become certified and maintain certification in a variety of proprietary software and hardware in order to meet position requirements for maintenance, and troubleshooting.
- Technical aptitude and understanding with experience in prioritization.
- Ability to act as the first line of technical support fielding all requests submitted for support.
- Ability to act as a liaison between the Department and vendors regarding software problems, updates, fixes, new releases, and change requests.
- Must have experience identifying and resolving problems in diverse hardware and software environments.

INNOVATION & TECHNOLOGY DEPARTMENT

CITY OF BURLINGTON

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- Ability to actively support City diversity, equity, and cultural competency efforts within stated job responsibilities and work effectively across diverse cultures and constituencies.
- Demonstrated commitment to diversity, equity and inclusion as evidenced by ongoing trainings and professional development.
- Regular attendance is necessary and is essential to meeting the expectations of the job functions.
- Ability to understand and comply with City standards, safety rules and personnel policies.
- Ability to learn and effectively operate within all departmental, City regulations and program standards.
- Must have strong analytical skills.
- Ability to establish and maintain positive working relationships with co-workers, customers and other personnel, in a team environment.
- Must be able to listen to and appropriately react to a supervisor's constructive criticism and incorporate said criticism to improve employee performance.
- Ability to organize and prioritize workflow.
- Ability to improve service to internal and external customers is required as is a high level of personal creativity, initiative and enthusiasm to work within a constantly changing organization.
- Demonstrated ability to work with minimal supervision.
- Must complete a PHI and pass a criminal background check.
- Ability to comply with industry best-practices.
- Ability to travel to and from various work sites within the City of Burlington.
- Ability to obtain a valid driver's license within 45 days of hire and the continued maintenance of a valid driver's license. Operation of a City vehicle or personal vehicle to conduct City business without providing proof of a valid driver's license to Human Resources will not be permitted. A valid driver's license shall be defined as a current state of residence-issued license to operate a motor vehicle on public roadways. Position also requires the ability to be covered under the City's vehicle insurance policy prior to operation of any City vehicles or non-City vehicles for City business
- Ability to work nights, weekends and holidays as required.

Physical & Mental/Reasoning Requirements; Work Environment:

These are the physical and mental/reasoning requirements of the position as it is typically performed. Inability to meet one or more of these physical or mental/reasoning requirements will not automatically disqualify a candidate or employee from the position.

☐ seeing ☐ ability to move distances ☐ lifting (specify)
☐ color perception within and between 50 pounds
(red, green, amber) warehouses/offices ☐ carrying (specify)
☐ hearing/listening ☐ climbing 50 pounds
☐ clear speech ☐ ability to mount and ☐ driving (local/over
☐ touching dismount forklift/truck the road)
☐ dexterity ☐ pushing/pulling
☐ hand
☐ finger

INNOVATION & TECHNOLOGY DEPARTMENT

CITY OF BURLINGTON

149 Church Street, Burlington, VT 05401

Phone: (802) 865-7000



Appendix B

Reclassification: Technology Support Specialist – Innovation & Technology

City of Burlington Job Description

Position Title:	Technology Support Specialist		
Department:	Innovation & Technology		
Reports to:	Chief Innovation Officer	Job Code:	1264
Pay Grade:	TSS MFA	Job Category:	Regular
Exempt/Non-Exempt:	Non-Exempt	Union:	AFSCME
Remote Work Rating:	Tier 2		

This position serves as a main point of contact to the organization for information technology related problems. Responds to incoming requests for assistance with all IT-related issues across the City of Burlington. Triage calls and resolves issues as appropriate. Ensures delivery of excellent customer service through resolution of incidents. Thoroughly documents all actions in ticketing system. Evaluates new information systems products or services and suggests changes to existing products or services to better serve the end user. Recommends and develops systems and tools to more efficiently deliver end-user support, ensure network security, and protect the City's technology assets.

ESSENTIAL JOB FUNCTIONS:

- Provide support for any information technology issues and problems reported by phone, email and/or ticket management system including issues from the general City of Burlington employee population, Burlington Police Department, Burlington Fire Department, and the Patrick Leahy Burlington International Airport.
- Prioritize work and ensure successful resolution of all issues, ensuring that the end users' needs are met and work is completed according to criticality, policies, turn-around times and best practices.
- Support computers, laptops, tablets, smart phones and applications. Troubleshoot PC hardware, operating system(s) and application software issues as required.
- Visit end-users to provide support including, but not limited to, assisting with end-users moves, disconnecting and reconnecting PC's, installing and removing hardware, software, and peripheral devices, and troubleshooting application issues.
- Support the software and applications related to the creation of Burlington Police Department digital case files, digital evidence, and integration of these items into partner agency and vendor computer systems.
- Provide application support to users of the Burlington Police Department's digital security camera system, analog, digital/IP-based telephony and radio recording system, and the Department's digital identification creation system.
- Train end-users in the use of applications and technologies. Prepare basic training materials to assist new users.
- Provide application-specific support for core applications used across the City (including but not limited to email, Outlook, Office applications, ERP, CivicPlus, OpenGov).
- Coordinate building and deployment of desktops, laptops and other technology as directed.

INNOVATION & TECHNOLOGY DEPARTMENT

CITY OF BURLINGTON

149 Church Street, Burlington, VT 05401

Phone: (802) 865-7000



- Install, configure, and maintain software applications, as required by departments and in accordance with department policies.
- Serve as system administrator for systems and applications as directed.
- Refine and manage asset management system for effectively building and managing all PCs.
- Coordinate provisioning and tracking of technology assets (e.g. computers, tablets, phones).
- Create and maintain user accounts and permissions.
- Maintain user profiles, groups and policy on Active Directory servers.
- Escalate problems as required to colleagues and/or third parties for assistance.
- Log all help-desk requests in the help desk database, ensure descriptions are clear and accurate and prioritize calls to the appropriate technical support personnel.
- Create and maintain an internal knowledge base to track issue resolution details and provide self-help information to users.
- Regularly review tickets to identify patterns and opportunities to modify procedures to improve performance of user hardware and applications.
- Develop and maintain documentation of all procedures.
- Recommend modifications to procedures and workflow to ensure efficient and effective response to requests.
- Prepare regular reports and performance metrics about issues and activities.
- Provide backup and support for other IT staff as directed.
- Position may require the operation of City vehicles and/or personal vehicles in order to conduct City business.

QUALIFICATIONS/BASIC JOB REQUIREMENTS:

- Associates' Degree (or 3 years equivalent combination of formal education and/or related experience) required.
- Minimum of two years of experience in IT support in a networked office environment required, with a proficiency in a broad range of software and hardware.
- Must achieve and maintain Criminal Justice Information Services (CJIS) certification as established by the Federal Bureau of Investigation (FBI) within six (6) months of hire date.
- Ensure compliance with CJIS/FBI regulations to meet the evolving demands of public safety.
- A strong desire to continually improve service to internal and external customers is required, as is a high level of personal creativity, initiative and enthusiasm to work within a constantly changing organization.
- Ability to obtain a valid driver's license within 45 days of hire and the continued maintenance of a valid driver's license. Operation of a City vehicle or personal vehicle to conduct City business without providing proof of a valid driver's license to Human Resources will not be permitted. A valid driver's license shall be defined as a current state of residence-issued license to operate a motor vehicle on public roadways. Position also requires the ability to be covered under the City's vehicle insurance policy prior to operation of any City vehicles or non-City vehicles for City business.
- Ability to organize and prioritize workflow, ability to manage multiple responsibilities.
- Strong communication skills. Ability to give verbal instruction patiently to non-technical users.
- Familiarity with and/or ability and willingness to learn the following technologies **including but not limited to**:
 - Desktop: Microsoft Office, Office 365, DirSync, Webroot, Internet Explorer
 - Hardware: HP and Dell desktop and laptop computers; and iPad/ tablets; iPhone and Android smartphones, mobile device management, printers and printer management software
 - Dell Kace Management Appliance, Ultra VNC, Windows Active Directory, VPN technologies, support ticket

INNOVATION & TECHNOLOGY DEPARTMENT

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systems

- Cloud-based applications (e.g. Office 365), Windows Server, FLIR, OpenGov, CivicPlus, ERP system
- Ability to adhere to established standards, policies and procedures and use good IT practices and discipline.
- Ability to learn a variety of software and hardware packages in order to meet position requirements for maintenance and troubleshooting.
- Knowledge of current PC and mobile computing technology
- Ability to establish and maintain positive working relationships with co-workers, customers and other personnel.
- Ability to work effectively in a team environment.
- Demonstrated ability to work with minimal supervision.
- Upon conditional offer of employment candidate must successfully complete background investigation.
- Must be able to listen to and appropriately react to a supervisor's constructive criticism and incorporate said criticism to improve employee performance.
- Ability to travel to and from various work sites within the City of Burlington, acting as courier with the need to transport various desktops, laptops and other technology.
- Ability to work occasional nights, weekends and holidays as required and directed.
- Ability to actively support City diversity, equity, and cultural competency efforts within stated job responsibilities and work effectively across diverse cultures and constituencies.
- Demonstrated commitment to diversity, equity and inclusion as evidenced by ongoing trainings and professional development.
- Must complete a PHI, provide fingerprints, and pass a criminal background check.
- Regular attendance is necessary and is essential to meeting the expectations of the job functions.
- Ability to understand and comply with City standards, safety rules and personnel policies.

Physical & Mental/Reasoning Requirements; Work Environment:

These are the physical and mental/reasoning requirements of the position as it is typically performed. Inability to meet one or more of these physical or mental/reasoning requirements will not automatically disqualify a candidate or employee from the position. Upon request for a reasonable accommodation, the City may be able to adjust or excuse one or more of these requirements, depending on the requirement, the essential function to which it relates, and the proposed accommodation.

☐ seeing	☐ ability to move distances	☐ lifting (specify)
☐ color perception	within and between	30 pounds
(red, green, amber)	warehouses/offices	☐ carrying (specify)
☐ hearing/listening	☐ climbing	30 pounds
☐ clear speech	☐ ability to mount and	☐ driving (local/over
☐ touching	dismount forklift/truck	the road)
☐ dexterity	☐ pushing/pulling	
☐ hand		
☐ finger		
☐ reading - basic	☐ math skills - basic	☐ analysis/comprehension
☐ reading - complex	☐ math skills - complex	☐ judgment/decision
☐ writing - basic	☐ clerical	making

INNOVATION & TECHNOLOGY DEPARTMENT

CITY OF BURLINGTON

149 Church Street, Burlington, VT 05401

Phone: (802) 865-7000



☒ writing - complex

☐ shift work

☐ outside

☐ pressurized equipment

☒ works alone

☐ extreme heat

☐ moving objects

☒ works with others

☐ extreme cold

☐ high places

☒ verbal contact w/others

☐ noise

☐ fumes/odors

☒ face-to-face contact

☐ mechanical equipment

☐ hazardous materials

☒ inside

☐ electrical equipment

☐ dirt/dust

Supervision:

Directly Supervises: 0

Indirectly Supervises: 0

Approvals:

Department Head: _____ Date: _____

Human Resources: _____ Date: _____

Revised December 2022 with Remote Work Rating.

Revised July 2025 with CJIS certification and system clarifications included.

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: Innovation & Technology Submitter: Scot Barker
Troy Hughes Reclassification from Help Desk Technician at BPD to Technology
Title/Subject: Support Specialist at City of Burlington Innovation & Technology.

Approval Requested:	Meeting Date:
☐ Board of Finance	Click or tap to enter a date.
☐ City Council	Click or tap to enter a date.
☒ Both BOF and Council	7/14/2025

Instructions

1. This form must be completed by the person submitting the materials.
2. This form must be sent with the final submission of materials in advance of the meeting.
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4. Commission reports and presentations do not need to be reviewed by the CAO or Attorneys.
5. Name the reviewing Attorney or HR Manager in the Note column.

Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	7/8/2025	Scot Barker approved & submitted
Mayor's Office	Yes	7/9/2025	Joe Magee
Board/Commission	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and contracts or legal documents	Yes	7/9/2025	Erik Ramakrishnan
City Attorney's Office for memo and motion(s) or resolution(s)	Yes	7/9/2025	Erik Ramakrishnan
CAO for budget, financing, and memo	Yes	7/9/2025	Katherine Schad
Human Resources, if personnel action or policy	Yes	7/8/2025	Tim Clancy Approved
CIO, if IT-related	Yes	7/8/2025	Scot Barker approved & submitted

City Attorney

MEMORANDUM

TO: City of Burlington, City Council

FROM: Erik Ramakrishnan, Assistant City Attorney

CC: Katherine Schad, Chief Administrative Officer

DATE: July 14, 2025

SUBJECT: Communication re Gross Receipts Ordinance

Burlington Code of Ordinances Section 21-31 imposes a tax on the gross receipts of restaurants (referred to hereinafter as the “meals and beverages tax”), hotels & motels (referred to hereinafter as the “rooms tax”), short-term rentals (referred to hereinafter as the “STR tax”), amusements, and admissions. In 2024, the City Council amended the ordinance to increase the rooms tax permanently from two percent (2%) to four percent (4%) and the meals and beverages tax temporarily from two percent (2%) to two and one-half percent (2.5%).

The latter temporary increase was set to sunset on July 1, 2025. However, on May 19, 2025, the City Council approved the first reading of an ordinance sponsored by the Clerk-Treasurer’s Office to make the increase permanent. At the May 14, 2025 direction of the Ordinance Committee, the ordinance was referred to the Board of Finance in lieu of the Ordinance Committee. On June 2, 2025, following Board of Finance consideration, the City Council ultimately voted to delay the sunset until September 1, 2025, instead of making the increase permanent. This was done to allow the City Council and the Administration time to consider alternatives for the FY26 budget.

On June 23, 2025, after it became clear that the FY26 budget would need to rely upon a 2.5% meals and beverages tax, the City Council approved the first reading of an ordinance extending the sunset to July 1, 2026. At the City Council’s referral, the Ordinance Committee will consider the ordinance at its July 17, 2025 meeting.

As an alternative to the current proposal, the Administration has tasked the City Attorney’s Office with drafting an amendment that would accomplish three things:

- (1) Make the increase permanent;
- (2) Clarify that the STR tax shall be earmarked for the Housing Trust Fund unless otherwise specified in City Council’s annual budget resolution; and
- (3) Align the meals and beverage tax more closely to state law.

Regarding the second point, before the STR tax was adopted by the City Council at the rate of nine percent (9%), owners of short-term rentals were subject to the City's then-2% rooms tax. The STR tax added an extra seven percent (7%) to generate revenue for the Housing Trust Fund. The City's practice has always been to earmark only the additional 7% for this purpose. Staff memoranda to the City Council at the time appears to confirm that this was the intent, even though the ordinance's text reads as though the entire 9% should be earmarked for the Housing Trust Fund.

This year's budget followed historic practice, but there is interest in earmarking the entire 9% to the Housing Trust Fund for future fiscal years. To ensure flexibility and to clarify the intent of the ordinance, the Administration proposes to amend the ordinance text to read as follows: "The tax imposed shall be at a rate of nine (9) percent of gross receipts from taxable business, as herein defined, done per monthly period in accordance with the provisions of this section. These revenues shall be ~~and~~ dedicated to the housing trust fund, except that the city council's annual budget resolution may dedicate up to two (2) percent for general fund purposes, with the remaining seven (7) percent dedicated to the housing trust fund."

The Administration's third proposal would align the meals and beverage tax with state law. The State of Vermont imposes a meals and rooms tax at a rate of nine percent (9%) on meal and lodging and a rate of ten percent (10%) on alcoholic beverages served in restaurants. The tax is largely complimentary of the City's meals and beverages tax. In other words, if the state tax is otherwise due at the rate of 9% or 10%, then the City's meals and beverages tax is also due at a rate of 2.5%. However, the definitions and triggers of the state and local tax are not entirely identical, which can lead to confusion, hamper enforcement, and potentially disadvantage local businesses. Aligning the two taxes so that the City's local tax is triggered by the obligation to pay the state tax would allow staff to rely upon state interpretative guidance concerning the meals and rooms tax in case ambiguities arise in the individual case, and it would improve predictability for local businesses.

The City Attorney is currently drafting the proposal requested by the Administration. Without objection from the City Council, that proposal will be brought to the Ordinance Committee on July 17, 2025, to be deliberated along side the currently pending proposal referred by the City Council on June 23, 2025.

MOTION

To accept the communication and to allow the Administration's proposal to be considered by the Ordinance Committee for report back to the City Council as soon as possible.

Thank you for your continued support.

CITY OF BURLINGTON

In the Year Two Thousand Twenty-Five

An Ordinance in Relation to

GROSS RECEIPTS TAX

ORDINANCE _____
Sponsor: Traverse
Public Hearing Dates: _____
First reading: _____
Referred to: _____
Rules suspended and placed in all
stages of passage: _____
Second reading: _____
Action: _____
Date: _____
Signed by Mayor: _____
Published: _____
Effective: _____

It is hereby Ordained by the City Council of the City of Burlington as follows:

That Chapter 21, Offenses and Miscellaneous Provisions, of the Code of Ordinances of the City of Burlington be and hereby is amended by amending Sec. 31, thereof to read as follows:

Paragraph (I), as written.

(II) TAXES IMPOSED:

(A) Restaurant Tax: There is hereby imposed a business occupation tax upon all persons engaged in the restaurant business of whatever name or character in the City of Burlington. The tax imposed shall be at the rate of two (2) percent of the gross receipts from taxable business, as defined herein, done per monthly period in accordance with the provisions of this section.

Subparagraphs (B) to (F), as written.

(G) Temporary Tax Rate: Notwithstanding any other provision of this section, for the fiscal year commencing on July 1, 2024, and ending on June 30, 2026~~August 31, 2025~~, the restaurant, amusements, and admissions taxes on gross receipts set forth in subsections (A), (D), and (E) of this section shall be increased from two (2) percent of gross receipts to two and one-half (2.5) percent. Commencing July 1, 2026~~September 1, 2025~~, said tax rates shall again be set at two (2) percent.

Paragraphs (III) to (XV), as written.

* Material stricken out deleted.

** Material underlined added.

JB/Ordinances 2025/Gross Receipts Tax
6/18/25



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
802.863.9094 VOX
802.863.0466 FAX
802.863.0450 TTY
www.burlingtonvt.gov

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

MEMORANDUM

TO: City of Burlington, Board of Finance and City Council

FROM: Corey Mims, PE, Senior Public Works Engineer

DATE: July 14, 2025 BOF & CC

CC: Chapin Spencer, Director of Public Works
Laura Wheelock, PE, Assistant Director of Public Works/City Engineer
Jack Keller, PE, Public Works Engineer

RE: Budget Amendment Authorization - Champlain Parkway Project Initial Construction Contract

Request:

The Department of Public Works ("DPW") is requesting the Board of Finance to approve and recommend the City Council authorize the Chief Administrative Officer (or their designee) execute a neutral Champlain Parkway project budget amendment to modify and correct project revenues, and further approve and authorize the Chief Administrative Officer (or their designee) to execute necessary transfers in furtherance of the neutral project budget adjustment.

Background:

In 2019 the City had prepared to put out for bid the Champlain Parkway Project. Due to the project litigation at that time bidding was delayed. As part of this earlier preparation DPW had executed agreements with utility companies known to have occupancy in the project corridor. These agreements identified the utilities' financial responsibilities for utility relocation and undergrounding. It was determined that a portion of the costs for relocation and undergrounding utilities would be eligible under the project's federal and state participation with pass through costs to the City. The MOU with Burlington Electric Department was an exception to this, which identified a 50/50 cost split between BED and DPW for the costs not reimbursable by federal/state partners.

On September 13, 2021 DPW staff presented to the Board of Finance and City Council the South End Construction Coordination Plan which introduced the idea of a two-phase construction of the Champlain Parkway Project – as part of an overall sequencing plan for South End capital projects, to minimize community impacts. With Council support, the

Champlain Parkway Project team split the project's construction into two separate construction phases, the "Initial" and "Final" phases.

On April 25, 2022 the City of Burlington approved the authorization to execute the Champlain Parkway Initial Construction Contract with SD Ireland Kubricky JV LLC in an amount of \$40,980,143.40 with an additional \$4,098,014 (10%) in contingency funds, totaling up to \$45,078,157.40.

On February 20, 2024 the City of Burlington authorized an increase to the Champlain Parkway FY24 project budget to continue approved project activities in FY24. This budget amendment introduced \$895,000 of new revenue/non-grant reimbursable expenses to the project budget for utility relocation.

This current memo and related motions seeks to correct City's accounting and further increase reimbursable revenues while transferring expenses to the correct funding sources for the Champlain Parkway Project budget due to reasons listed below. These changes would not require an increase to the previously-authorized Champlain Parkway project budget.

- The remaining construction change orders of both Participating, Non-Participating and Non-Participating Reimbursable project costs
- The need to re-assign project expenses to the proper Water Resources and Traffic funding sources for required field changes to water and traffic infrastructure per requested project scope changes
- The need to reconcile project expenses to the correct Participating/Non-Participating revenue and expense line items

DPW Staff and our resident engineer on the project have reviewed the project budget expenses and found them to be reasonable and appropriate. Some of the expenses, such as the utility relocation costs, were above previous projections and were required to build the project as designed. A number of the City-requested investments sought to take advantage of this active project to make efficient and related infrastructure upgrades including:

- Upsizing the water main on Lakeside Avenue to accommodate continued South End development
- Add Traffic upgrades to intersection detection equipment and additional service disconnects for better public safety
- Additional BED conduit installation for potential future usage

For the public, project information can always be found on the project's website: www.champlainparkway.com. There is also a mailing list sign up on the website so stakeholders can stay up to date on construction and other news. Councilors are welcome to reach out to the project team with specific questions:

- Corey Mims, cmims@burlingtonvt.gov
- Jack Keller, jckeller@burlingtonvt.gov

Financials:

The existing funding for this project comes from several sources:

- Cooperative Agreement with VTrans. The funding breakdown for this grant is 95% Federal, 3% State, and 2% Local Match for participating project expenses.
- Street Capital: 2% Local Match comes from Street Capital funds currently assigned to the project.
- General Fund Bond: Used to pay for non-participating costs to the City
- Petroleum Cleanup Funds: Project incurred costs for the petroleum cleanup upfront and submitted for reimbursement from the State
- DPW Water Resources: Project reimbursement for non-participating costs associated with additional scope requests made by Water Resources
- DPW Traffic: Project reimbursement for non-participating costs associated with additional scope requests made by the Parking & Traffic Division
- Utility Relocation Agreements: Project will seek reimbursement from the following companies based on individual infrastructure costs. In total an estimated \$840,000 will be billed.
 - Burlington Telecom
 - Century Link/Lumen
 - Comcast
 - Consolidated
 - First Light
 - Vermont Telephone
 - BED*

*BED Utility Relocation Agreement – BED is currently estimated to be responsible for ~\$147,000 to the project for relocation and undergrounding of their infrastructure to date.

Motions

Actions for Board of Finance:

1. To approve and recommend the City Council authorize the Chief Administrative Officer (or their designee) execute a neutral Champlain Parkway project budget amendment to modify and correct project revenues, and further approve and authorize the Chief Administrative Officer (or their designee) to execute necessary transfers in furtherance of the neutral project budget adjustment.

Actions for City Council:

1. To authorize the Chief Administrative Officer (or their designee) execute a neutral Champlain Parkway project budget amendment to modify and correct project revenues, and further approve and authorize the Chief Administrative Officer (or their designee) to execute necessary transfers in furtherance of the neutral project budget adjustment.

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: DPW-Tech Services Submitter: Corey Mims
Budget Amendment Authorization - Champlain Parkway Project Initial
Title/Subject: Construction Contract

Approval Requested:	Meeting Date:
☐ Board of Finance	7/14/2025
☐ City Council	7/14/2025
☒ Both BOF and Council	7/14/2025

Instructions

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5. Name the reviewing Attorney or HR Manager in the Note column.

Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	7/8/2025	Chapin Spencer
Mayor's Office	Yes	7/9/2025	Joe Magee
Board/Commission	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and contracts or legal documents	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and motion(s) or resolution(s)	Yes	7/7/2025	Erik Ramakrishnan
CAO for budget, financing, and memo	Yes	7/8/2025	Brad Kukenberger
Human Resources, if personnel action or policy	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.



OFFICE OF THE CLERK & TREASURER

City of Burlington

149 Church Street, Burlington, VT 05401

(802) 865-7000

TO: City Council

FROM: Nicole Losch, Grants Director
Kara Alnasrawi, CEDO Director
Laura Wheelock, City Engineer

Date: July 9, 2025

Re: Sales Tax Reallocation Application for City Place North Tower

REQUEST

Staff request that City Council authorize an application for reallocation of sales taxes paid on construction materials for the City Place North Tower to be reallocated into the municipal (public infrastructure) elements of the project.

BACKGROUND

The 2025 Vermont Sales Tax Reallocation Program has identified \$3 million available as the funding cap for the downtown and village center tax credit program. No municipality may receive more than 1/3 of the available funding, municipalities may only use reallocated funds to pay for the approved municipal project, projects must be within the Designated Downtown, not substantially complete prior to submitting an application for sales tax reallocation, under construction within 12 months of an award, complete within 36 months of an award, and a developer and municipality must apply jointly for funding. Applications are due August 1 and require documented evidence of the legislative body's decision to apply.

CEDO, DPW, and C/T have discussed projects that could be eligible and identified City Place North Tower as the only qualified project that aligns with this schedule and that has a documented need to construct public infrastructure in coordination with private development, including street lighting, pedestrian and bicycle infrastructure, and surface amenities on the adjacent public streets. A joint application for City Place was submitted in 2023 (\$987,000) and in 2024 (\$1.25 million) for City Place Phase 1 and South Tower, and we anticipate requesting the maximum allowable for the North Tower in 2025.

This public-private partnership to rebuild public infrastructure and redevelop underutilized

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at (802) 540-2505.

sites in the downtown core will generate sales tax revenue to the State and City, expand the City's property tax base, grow City revenue from other sources, increase the housing supply and generate both construction and permanent jobs.

MOTION

To approve the selection of City Place as the project and authorize staff to submit an application to reallocate sales taxes paid on construction materials for the North Tower, located at 75 Cherry Street, into the adjacent municipal (public infrastructure) elements.

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at (802) 540-2505.

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: Clerk & Treasurer Submitter: Nicole Losch

Title/Subject: 2025 Sales Tax Reallocation for City Place North Tower

Approval Requested:

☐ Board of Finance

☒ City Council

☐ Both BOF and Council

Meeting Date:

Click or tap to enter a date.

7/14/2025

Click or tap to enter a date.

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Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	7/2/2025	Katherine Schad
Mayor's Office	Yes	7/9/2025	Joe Magee
Board/Commission	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and contracts or legal documents	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and motion(s) or resolution(s)	Yes	7/2/2025	Erik Ramakrishnan
CAO for budget, financing, and memo	N/A	Click or tap to enter a date.	Click or tap here to enter text.
Human Resources, if personnel action or policy	N/A	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	N/A	Click or tap to enter a date.	Click or tap here to enter text.

City Councilors,

I am writing this letter to formally resign my alternate seat on the DRB effective today, in order to take a full seat on the DRB on 7/1/2025.

Sincerely,
Evan Gould

'25 JUN 30 AM 10:58

Lori Olberg

From: Rooney Castle <RCastle@rhinofoods.com>
Sent: Wednesday, July 9, 2025 10:47 AM
To: Emma Mulvaney-Stanak; Carter Neubieser; Gene Bergman; Joe Kane; Sarah Carpenter; Benjamin Traverse; Becca Brown McKnight; Evan Litwin; Marek Broderick; Melo Grant; Allie Schachter; Mark Barlow; Buddy Singh
Cc: Lori Olberg
Subject: Open letter regarding the office of REIB
Attachments: Open letter regarding the office of REIB.pdf

[WARNING]: This email was sent from someone outside of the City of Burlington.

Dear Mayor and City Council,

Please find attached a letter expressing some thoughts regarding the current state of the office of REIB. Madam Mayor, I raised some of these points with you during our meeting with local business leaders a few months back and am remaining hopeful you will hear and respond to the concerns shared by myself, and many other community members. I appreciate you all taking the time to review this letter and I look forward to seeing your response in the form of action.

In community,



Rooney Castle (he/him)
President
Rhino Foods, Inc.
www.rhinofoods.com
☎ 802.861.7943 📠 802.310.0164
179 Queen City Park Road | Burlington VT 05401



Dear Mayor Mulvaney-Stanak,

Thank you for taking the time to meet with me, and other Burlington business owners, recently. During that meeting, I mostly remained silent as the focus was on the challenges of running a business downtown, which Rhino is not. However, I did speak up at the end to voice my support for the sustainability of the Office of Racial Equity, Inclusion, and Belonging (REIB). I'm writing to follow up on questions I, and many others in the community, have raised over the past several months regarding the future of the office, especially as it relates to the hiring process of the Director and that of the open staff positions. While you have expressed a commitment to this office and its mission, I remain concerned that we have yet to see clear, actionable steps that reflect that commitment.

At this critical moment, I urge you to:

1. **Appoint Interim Director Christian Berry as the permanent Director of REIB and end the open search process.** Her leadership and continuity are essential to maintaining community trust and momentum. It's concerning that she is being held to a different process than other recent appointments you've made.
2. Share a concrete action plan and timeline for chartering the REIB office. This will solidify the office's place in city government and ensure its long-term stability.
3. Provide an action plan and timeline—with tangible and visible milestones—for filling vacancies and ensuring the REIB office is fully staffed and adequately funded.

These steps are necessary to demonstrate that racial equity and justice are not just stated values, but operational priorities for your administration. I hope you will respond with clarity and urgency.

Thank you for your attention to this matter. I look forward to your reply.

Sincerely,

Rooney Castle

President/CEO of Rhino Foods

Lori Olberg

From: Emma Wall Kouri <ewkouri@gmail.com>
Sent: Monday, July 7, 2025 10:34 AM
To: Emma Mulvaney-Stanak; Carter Neubieser; Gene Bergman; Joe Kane; Sarah Carpenter; Benjamin Traverse; Becca Brown McKnight; Evan Litwin; Marek Broderick; Melo Grant; Allie Schachter; Mark Barlow; Buddy Singh
Cc: Lori Olberg
Subject: Open letter regarding the office of REIB

[WARNING]: This email was sent from someone outside of the City of Burlington.

Dear Mayor and City Council,
Please find attached an [open letter](#) regarding the office of REIB and important accountability steps that need to be taken by our city. Thank you for taking the time to read it.

Dr. Emma Kouri
Ward 6

Open letter from Emma Kouri regarding the office of REIB

Dear Mayor Emma and City Council,

I am writing this letter in support of our REIB office and function, in the spirit of healing and building real and sustainable loving community for Burlington. My asks are that you:

1. Appoint interim Director Christian Berry the permanent head of REIB.
2. Share an action plan and timeline around chartering the REIB office.
3. Share an action plan, with tangible and visible milestones, for filling vacancies and ensuring this office is fully staffed and funded, with the Director having full autonomy and transparency on the allocation & use of those funds.
4. Share an action plan and timeline around training for our city leadership to navigate difficult conversations and addressing polarizing issues such as houselessness, community safety, and belonging.

Our city is hurting and in desperate need of healing. We have issues with safety, belonging, access to resources, and systemic racism all contributing to a public health emergency. We have polarized views and difficult conversations to navigate as we collectively address these issues. The rupture between city councilors in the last REIB committee meeting and the last city council meeting is a testament to how much we need this function, not just for our community but also to support our leaders in City Hall as they navigate these difficult conversations and search for common ground on sustainable solutions.

This office, its function, and its Black female Director need to be taken seriously for once. They need to be revered, honored, given support and space.

I noted with interest the April 7th comments of Mayor Emma around her commitment to REIB, but I am not seeing visible actions that support her remarks. More recently, during the Juneteenth celebration, I noted that Mayor Emma announced she will charter the office and protect the funds allocated to it; that she had secured them in the general fund so they would not be at risk of Federal cuts. It's a great start, but we need more than that. This office needs to be given the support and respect it deserves, yet has never gotten.

Under this administration, the office has been in a constant state of instability, facing uncertainty and lack of support that no Department head should have to face alone. At the same time, as can be seen and felt in the city every day, we need the function of this office more than ever. Director Berry has been leading it alone for months and is in fact the only constant and focused presence. We need her and we need this office!

Several new Department Heads have recently been selected by the Mayor including the new fire chief, the new Director of CEDO, and the new Director of the Church Street

Marketplace – all appointed without doing an open search. I have absolutely no issue with those appointments, or the fact that The Mayor chose them without a search. The problem is that, in parallel, there IS a search being conducted for a permanent REIB director, when we have had a competent leader, from Vermont and with lived experience with oppression, in the role for over 7 months. Director Berry has bipartisan support for being the permanent director, being praised for the wisdom, expertise, and stability she is bringing to the office, and has been operating at full function with 3 unfilled vacancies the entire time. She has created the position as it exists today and has been executing it with professionalism, commitment, and grace all while carrying the burdens of vacancies, shifting budgets, lack of autonomy and transparency from those around her, and an uncertain future. Why is she being forced to undergo this process and continued existence in limbo when it is not required?

On top of this, a prominent elected official Katherine Schad continues to make expensive errors in accounting and is not held accountable in any visible way. And yet, the REIB office has been invasively scrutinized since day one, with previous Director Tyeastia Green being held accountable and had her career and reputation publicly destroyed for funds that were spent when she was no longer an employee of the city.

I would like to name the inequities in these processes, name the confusion and harm it is causing, and the continued and blatant lack of support for Black female leaders by the city of Burlington (we are still waiting on justice for Tyeastia Green). The Burlington community sees and is disturbed by such incongruence.

The contrasts are striking, and it starts to look personal. It starts to look strategic and intentional. It starts to look systemic. It starts to look like a system painfully unaware that it is desperately in need of the REIB function.

We cannot afford as a city to have this office exist as a symbol, as a performance, as a box-checking exercise. It is absolutely essential for our collective healing and safety that it is revered and empowered. We all need to demonstrate vulnerability and acknowledge the collective need. Please show your commitment and action plan in tangible ways to bring support and stability to this office and to this Black female leader!

Dr. Emma Kouri

Ward 6



MEMORANDUM

DATE: June 30, 2025
TO: Board of Finance, City Council
FROM: Sarah Russell, Special Assistant to End Homelessness
CC: Mayor Emma Mulvaney-Stanak
Erin Jacobsen, Chief of Staff
Katherine Schad, CAO
Emmett Wood, Asst. City Attorney

RE: Authorization to accept grant funds for the operation of the
Elmwood Emergency Shelter Community – Housing Opportunity
Grant Program SFY 2026 \$1,326,555

Request:

The Mayor's Office is requesting Board of Finance and City Council approval to accept \$1,326,555 in FY26 grant funds from the State of Vermont, Department of Children and Families Office of Economic Opportunity Housing and Opportunities Program (SoV OEO HOP) and authorization for the Chief of Staff to execute all documents necessary to accept the funding. The above referenced grant will support operations and services of the Elmwood Emergency Shelter Community, an activity of the City of Burlington's Initiative to End Homelessness.

Background:

The number of people experiencing homelessness and housing insecurity continues to be almost triple those pre-pandemic, and access to emergency housing is restricted and often times far too inaccessible. Mayor Miro Weinberger launched a 10 point action plan to fulfill the promise of housing as a human right in Burlington in 2021 and on October 25th 2021, the City Council called for the use of ARPA funds to meet the needs of those experiencing homelessness.

In February 2022, the Council approved the allocation of \$2.975 million in ARPA dollars to address the issue of chronic homelessness in the City of Burlington, which included the creation of an emergency shelter community and a community resource center.

The emergency shelter commenced operations in February 2023. The Elmwood Emergency Shelter Community offers a service enriched environment and 24 hour per day low-barrier emergency shelter for up to 35 individuals experiencing unsheltered homelessness. The emergency shelter operations are

managed by Champlain Housing Trust, and Champlain Valley Office of Economic Opportunity provides essential services. As fund administrator, the City oversees development of policies and tracks outcomes on a quarterly basis.

The Department for Children and Families Office of Economic Opportunity Housing Opportunity Grant Program provides funding to operate emergency overnight shelter for the State of Vermont, in addition to other homeless response programs.

Funding for the Elmwood Emergency Shelter Community

On February 7, 2022, the Board of Finance and City Council approved the allocation of \$2.975M in ARPA funds for the specific purpose of addressing and ameliorating homelessness in the City of Burlington including \$1.47M for the construction and operation of a new low barrier emergency shelter community. Over the last two years, the City has worked to transition utilizing ARPA funds for operations to the HOP grant. In addition, the City has now been awarded the third year of annual operating funds from the SoV OEO HOP for the operation of the Elmwood Emergency Shelter Community. During FY26, we will fully expend remaining/contracted ARPA funds, therefore, we will seek to fund 100% of Elmwood Shelter operations from the HOP grant in FY27.

Motions

Action for Board of Finance:

To approve and recommend that the City Council approve the acceptance of SFY 2026 grant funds in the amount of \$1,326,555 from the State of Vermont Housing and Opportunities Program for the operations of the Elmwood Emergency Shelter Community and authorize the Chief of Staff to execute all contracts and documents necessary to accept the funding through the period of July 1, 2025 – June 30, 2026, including retroactive approval for the period of July 1st to July 14, 2025, subject to the final review and approval of the City Attorney's Office.

Action for City Council:

To approve and the acceptance of SFY 2026 grant funds in the amount of \$1,326,555 from the State of Vermont Housing and Opportunities Program for the operations of the Elmwood Emergency Shelter Community and authorize the Chief of Staff to execute all documents and contracts necessary to accept the funding through the period of July 1, 2025 – June 30, 2026, including retroactive approval for the period of July 1 – July 14, 2025, subject to the final review and approval of the City Attorney's Office.

Attachments

AHS-DCF-OEO HOP SFY26 Award Notice

Lori Olberg

From: Kisler, Ari <Ari.Kisler@vermont.gov>
Sent: Tuesday, June 24, 2025 8:44 AM
To: Sarah Russell
Cc: Brian Pine; Sojourner, Lily; Winters, Chris; Schrade, Karli; Kerri.Duquette-Hoffman
Subject: SFY26 HOP Award Notice (CEDO)

[WARNING]: This email was sent from someone outside of the City of Burlington.

Good morning Sarah,

I am pleased to let you know that the Department for Children and Families is awarding CEDO **\$1,326,555** in Housing Opportunity Grant Program (HOP) funds for SFY 2026 (7/1/2025 – 6/30/2026). In the coming weeks, we will process a SFY 2026 Grant Agreement which will detail the terms and requirements for this award. This will be routed for electronic approval and signature and reflect the following:

Activity	OEO-GSF
Emergency Shelter Operations	\$1,082,661.00
Emergency Shelter Essential Services	\$227,319.00
Administration	\$16,575.00
SFY26 Total	\$1,326,555.00

Please let me know if you have questions or concerns!

On behalf of all of DCF, please express our sincerest gratitude to your team for their ongoing commitment and dedication to Vermonters.

Ari Kisler (she/her)
Community Services Director
Vermont Office of Economic Opportunity
802-760-9872

Board of Finance and City Council Submission Checklist

Department: Mayor's Office Submitter: Sarah Russell

Title/Subject: Communication Acceptance of SoV HOP grant FY26 Elmwood Emergency Shelter

	Approval:	Meeting Date:
☐	Board of Finance	7/14/2025
☐	City Council	7/14/2025
☒	Concurrent	7/14/2025

This form must be completed by the person submitting the materials, and sent with the final submission. Please do not indicate that a signoff was received until it has actually been obtained.

Signoffs Received

Signoff Needed	Received	Date Approved	Note
Department Head	N/A		
Mayor's Office informed and approved memo	Yes	06-30-2025	Erin Jacobsen
Board/Commission, if required	N/A	Click or tap to enter a date.	
City Attorney's Office has approved contract and/or legal documents, -Identify attorney in note	Yes	06-30-2025	Emmett Wood
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Yes	06-30-2025	Emmett Wood
CAO has reviewed budget, financing, and memo	Yes	07-01-2025	Katherine Schad
Human Resources, if personnel action -Identify HR Manager in note	N/A	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if an IT-related investment/purchase	N/A	Click or tap to enter a date.	Click or tap here to enter text.

Materials Included

	Included?	Note
Final Memo Attached?	Yes	Click or tap here to enter text.
Contract Attached, if applicable?	No	Click or tap here to enter text.
Additional Materials, if necessary	Yes	Award letter
Draft Resolution or Motion?	N/A	Click or tap here to enter text.
If for submission to Council, are sponsors identified?	No	Click or tap here to enter text.

To: City Council
From: Parks, Recreation and Waterfront Commission
Re: Annual Report for 2024-25
Date: June 10, 2025

Overview of Commission

See Appendix A for the list of Commissioners, meetings, and attendance records.

Mission and Vision of Parks Commission

To support and move forward the BPRW department mission and be the liaison between the City and the public

Issues/Projects Discussed and Outcomes

1. Issue – Public Forum interaction

Outcome – Developed, passed and implemented a public comment agreement for all members of the Commission.

2. Issue – Dog Task Force Recommendations Off-leash Dog Areas

Outcome: The Commission initially wanted to work through the off-leash recommendations through a separate subcommittee, but at the April 2025 meeting, brought the discussion back to the full Commission. The goal is to make a final recommendation to the City Council in the fall of 2025, methodically working through each area.

3. Project – 2025 Commission Goals

Outcome – The Commission set goals to learn more about the permitting process (park permits), establish parameters for public engagement at Commission meetings, volunteer when possible at department events, and schedule a retreat.

4. Issue – Updating Appendix D

Outcome – Over several meetings the Commission discussed updates to Appendix D, which had not had a significant update in over 25 years. Commissioner Boehm also provided recommendations to staff prior to the first draft coming to the Commission. As of the May meeting, the Commission approved sections 1 and 4 for City Council approval and will review sections 2 and 5 at the June

meeting.

5. Annual Financial approvals

- a. Fee Updates for marina slips, parking fees, park permits & rentals
- b. Penny for Parks community requests
 - i. AED at Calahan Park - \$4,000
 - ii. New scoreboard at Calahan Park - \$15,000
 - iii. Picnic tables and benches at Calahan Park - \$7,750
 - iv. Bollards for Schmanska Access Road - \$500
 - v. Benches for Roosevelt Park - \$6,000
 - vi. ADA picnic table at Oakledge Park - \$1,000
- c. Penny for Parks FY26 budget

Outcome: The Commission supported various fee increases for park permits & rentals, parking and marina slips per City ordinance and Penny for Park projects per ordinance and city resolution.

6. Presentations

- a. Mayor Emma Mulvaney-Stanak visited in August
- b. BPRW – Recreation Division
 - i. General division update
 - ii. Event schedule
- c. Open Space Plan Update (two meetings)
- d. Pomeroy Park Playground Update (two meetings)
- e. 127 Path project
- f. Roosevelt Park Comprehensive Plan
- g. General Obligation bonds

7. Monthly updates

a. Parks Foundation

Chair, Nate Lantieri, is a liaison with the Parks Foundation. Nate updated the Commission on both at each monthly meeting.

Challenges/Difficulties and Best Approach to Resolve

Challenge – How to make the public feel welcome and heard when they come for public forum?

Best Approach to Resolve – Welcome everyone who comes and obtain their contact information in case a follow-up is needed. If the chair allows, have time for limited interaction with individuals coming

for public forum and commit to discussing any issues brought forth in the Commission discussion time with a potential agenda item at a later meeting.

Ongoing Work FY25 to FY26

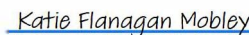
- 1. Dog Task Force off-leash dog recommendations
- 2. Finalizing all the updates to Appendix D, Rules and Regulations of City Parks
- 3. Set a fall retreat

Volunteer Hours

The Commission contributed a total of 218 hours from June 2024 to May 2025 in their work as Commission members, through meeting attendance, listening to community members, supporting events, and helping to beautify parks.


Nate Lantieri (Jun 15, 2025 09:07 EDT)

Nate Lantieri, Chair


Katie Flanagan Mobley (Jun 14, 2025 09:58 EDT)

Kate Mobley


Harley Johnson (Jun 25, 2025 15:27 EDT)

Harley Johnson


Aaron Keech (Jun 18, 2025 12:05 EDT)

Aaron Keech


Kirstin Boehm (Jun 23, 2025 20:20 EDT)

Kirstin Boehm


Ryan Bergmann (Jun 24, 2025 11:18 EDT)

Ryan Bergmann


Robert Etter (Jun 12, 2025 18:28 EDT)

Robert Etter

*Kate Mobley joined the Commission at the March 11, 2025 meeting, filling the position vacated by Lee Morrigan.

Appendix A

PARKS AND RECREATION COMMISSION MEETING ATTENDANCE RECORD JULY 2024 – JUNE 2025

<u>Date</u>	<u>Commissioners Present</u>
July	No Meeting
August 13	Boehm, Johnson, Keech, Lantieri and Morrigan
September 10	Etter, Johnson Keech, Lantieri, and Morrigan
September 19	Boehm, Johnson, Lantieri and Morrigan
October 8	Boehm, Johnson, Keech, Lantieri and Morrigan
November 12	Bergmann, Boehm, Etter, Johnson, Lantieri and Morrigan
December 10	Bergmann, Etter, Johnson, Keech, Lantieri and Morrigan
January 14	Bergmann, Boehm, Johnson, Keech, Lantieri and Morrigan
February 11	Bergmann, Boehm, Etter, Johnson, Keech and Lantieri
March 11	Bergmann, Boehm, Etter, Keech, Lantieri and Mobley
April 8	Bergmann, Boehm, Etter, Keech, and Lantieri
May 13	Bergmann, Boehm, Etter, Keech, Lantieri and Mobley
June 10	Bergmann, Boehm, Etter, Johnson, Keech, Lantieri and Mobley

The total volunteer hours for the period from July 2024 to June 2025 were 218.

June 25, 2025

Dear Mayor Mulvaney-Stanak, Burlington City Council,

SEABA is thrilled to usher in the 33rd Annual South End Art Hop this fall on September 5, 6, & 7th. This three day, free to attend, family friendly arts festival is a treasured asset to the tens of thousands of visitors and the local creative community that is able to show off their talents and their businesses in the South End Arts District.

A sincere thank you for your years of support to SEABA. Since 1986 our small arts non-profit has seen the area grow in ways we could never have imagined, and doing so with the encouragement from the City has made our work possible.

The South End Art Hop has weathered every storm since 1992, holding on even through the pandemic. The times now are just as difficult, with a lack of funding from federal and grant sources we have relied on. We know that you are facing hardships as well, so it makes it even more meaningful that you have considered sticking with SEABA and your annual contribution.

Though the dollar amount may seem small, it is quite significant to our work and we are happy to report that it goes right back to the City in the form of hiring Police, Fire, EMT's, and to community workers in the form of flaggers, crossing guards, and security. It goes beyond that as well, showing that you believe in our work and in the creatives that live in the area, rent artist studios, and start small businesses. The economic impact is in the hundreds of thousands of dollars that go directly in their pockets, to then spend locally.

We appreciate this collaboration and thank you very much for your consideration and continued support through the years.

Here's to many more creative and successful years ahead for us all,

Christy Mitchell
SEABA, Executive Director

Lori Olberg

From: Michelle Hobbs <MHobbs@burlingtonelectric.com>
Sent: Thursday, June 26, 2025 1:20 PM
To: Scott Moody; Lara Bonn
Subject: Notice of resignation

Scott and Lara -

It's with mixed emotions that I submit my resignation for the Board of Commissioners. My husband and I are under contract for a home in Charlotte and plan to sell our current home and make the move in mid-late August. This was a culmination of a series of very quick decisions made towards a longer term goal for us a family - a calmer life! It will be very difficult to leave our Burlington community but we both work in town and really won't be that far away.

I greatly enjoyed my time on the commission! I have full faith Lara will do an excellent job leading the group and I'm grateful for Scott's guidance and leadership!

I hope to keep my toes in the energy space somehow. Keep this in mind should you hear any opportunities. It will be our first experience as GMP customers!

My last meeting will be in July. Again, grateful for our time sitting side by side, and wish the commission and BED continued success.

Best,
Michelle

Lori Olberg

From: Sarah Montgomery
Sent: Tuesday, July 1, 2025 6:44 AM
To: Lori Olberg
Subject: Fw: Resignation

Get [Outlook for iOS](#)

From: Michael McGarghan <mmcgarghan@burlingtonvt.gov>
Sent: Monday, June 30, 2025 4:53:42 PM
To: Sarah Montgomery <smontgomery@burlingtonvt.gov>; Grace Grundhauser <ggrundhauser@burlingtonvt.gov>
Subject: Resignation

Sarah & Grace,

I have decided this is the time for me to step down from the BRV. I offer my resignation for personal reasons. Hopefully you can find another member who is more available than I can be.

Thanks,

Mike

Michael McGarghan
Board of Registration of Voters

Sent from my Verizon, Samsung Galaxy smartphone

Get [Outlook for Android](#)

Please note that this communication and any response to it will be maintained as a public record and may be subject to disclosure under the Vermont Public Records Act.

Lori Olberg

From: Bruce Rabik <bruce.rabik@outlook.com>
Sent: Friday, June 20, 2025 1:26 PM
To: burlingtowntownclerk
Subject: Canada

[WARNING]: This email was sent from someone outside of the City of Burlington.

I understand that your city is temporarily renaming a street to signal friendship with Canada. As a Canadian living 3,600 kms away from your city (about 2,200 miles) I just wanted you to know that your action is being noticed and appreciated across Canada. Respect and civility are important Canadian virtues that apparently are not totally lost in the United States. Good wishes from the 5 million people in Alberta and yes I now would be open to suspending our boycott of discretionary travel to the US and especially your city. — Bruce Rabik.
Sent from my iPhone

Lori Olberg

From: Benjamin Traverse
Sent: Wednesday, June 25, 2025 6:53 PM
To: Lori Olberg
Subject: FW: Testimony from Monday 6/23/25
Attachments: City Council AVTestimony 062325.docx

Please add to consent for 7/14.

From: Andrea Viets <viets@heinebergcsc.org>
Sent: Wednesday, June 25, 2025 1:19 PM
To: Mayor's Office <mayor@burlingtonvt.gov>; Benjamin Traverse <btraverse@burlingtonvt.gov>; Sarah Carpenter <scarpenter@burlingtonvt.gov>; Carter Neubieser <cneubieser@burlingtonvt.gov>; Joe Kane <jkane@burlingtonvt.gov>; Gene Bergman <gbergman@burlingtonvt.gov>; Marek Broderick <mbroderick@burlingtonvt.gov>; Becca Brown McKnight <bbrownmcknight@burlingtonvt.gov>; Evan Litwin <elitwin@burlingtonvt.gov>; Melo Grant <megrant@burlingtonvt.gov>; Allie Schachter <aschachter@burlingtonvt.gov>; Buddy Singh <bsingh@burlingtonvt.gov>; Mark Barlow <mbarlow@burlingtonvt.gov>; Erin Jacobsen <ejacobsen@burlingtonvt.gov>
Subject: Testimony from Monday 6/23/25

[WARNING]: This email was sent from someone outside of the City of Burlington.
Greetings all,

Thank you to Council President Ben Traverse for inviting me to send my full testimony from this past Monday evening. I have attached said testimony.

My appreciation to the Mayor and City Council for receiving my advocacy efforts on behalf of older Burlingtonians with interest. I am pleased to read that an additional \$25K has been added to the senior services reserve fund, bringing the total to \$50K. I hope that this amount will be used as a first step toward improving services and programming for older adults, citywide.

I look forward to continuing to engage with city government and community partners as we work to make Burlington a wonderful place to grow old.

Warmly,
Andrea

Andrea Viets (she/hers)
[why pronouns?]

Executive Director
Heineberg Community Senior Center
(802) 863-3982

"I wish it need not have happened in my time," said Frodo. "So do I," said Gandalf, "and so do all who live to see such times. But that is not for them to decide. All we have to decide is what to do with the time that is given us." ~ J.R.R. Tolkien, The Fellowship of the Ring

Please note that this communication and any response to it will be maintained as a public record and may be subject to disclosure under the Vermont Public Records Act.

City Council Testimony regarding Senior Services, June 23, 2025

Formatted: Centered

I'm ~~in~~ Andrea Viets, Director of the Heineberg Community Senior Center ~~in the New North End~~. I come to you this evening to say frankly - the city of Burlington is failing to meet the needs of our older residents. Despite all the talk of making Burlington a more Age-Friendly city, we are moving backwards and not forward.

Since mid-May, CORE participants and staff, City Councilors, and I, have been told "We will develop a transition plan. A transition plan is in the works." We are about to turn the calendar to July, and there has been ZERO movement to organize a transition plan. No City staff person has been identified to hold this responsibility, and the Recreation Specialist responsible for developing adult and older adult programming is leaving her position. Closing CORE without a plan for continued services is a step backwards.

Over the past two years, our Foot Care clinician, Wendy Bombard, has trained 25 New Americans to work with geriatric patients as PCA's and LNA's. The PCA Plus program, a partnership between CEDO and Age Well, is ending on Wednesday, as seven more students graduate. Given what we know about the aging of our population, ending this program is another step backwards for Burlington.

It is my understanding that \$25,000 is to be put in a reserve fund this year, to be used for development of services for older adults. I am hard-pressed to imagine how that amount will help us move forward. I am frustrated and disappointed by the ongoing lack of communication regarding these issues. I am worried about the prospect of any of our elders being left behind, alone in their homes and apartments, without access to social connections, meals, health and wellness activities, and community engagement. In all honesty, our failure to address the needs of our community's elders is shameful. We must do better.

Lori Olberg

From: Colleen Wright <colleen_wright@msn.com>
Sent: Thursday, June 19, 2025 4:58 PM
To: burlingtowntownclerk
Subject: Naming Church St to Canada St for the Summer.

[WARNING]: This email was sent from someone outside of the City of Burlington.

THANK YOU. What a beautiful gesture on your City and her Councillors behalf. I hope the signage is white lettering on a red background with a maple leaf 🍁 at the beginning and the Canada CA flag at the end.

Can I buy one of the street signs after the summer from the City?

I normally stop in Burlington, VT on my way from Dartmouth, Nova Scotia, Canada to Burlington, Ontario, Canada to visit my family there. I look forward to staying an extra day this year as my way of supporting your local economy and my thanks for the gesture.

Regards,

Colleen Wright
A Very Proud Canadian 🍁 CA

Keep Smiling :)

Lori Olberg

From: elizabeth clements <clements.lizzy@gmail.com>
Sent: Tuesday, July 8, 2025 9:26 AM
To: Emma Mulvaney-Stanak; Carter Neubieser; Gene Bergman; Joe Kane; Sarah Carpenter; Benjamin Traverse; Becca Brown McKnight; Evan Litwin; Marek Broderick; Melo Grant; Allie Schachter; Mark Barlow; Buddy Singh
Cc: Lori Olberg
Subject: Open letter regarding office of REIB
Attachments: REIB Letter.pdf

[WARNING]: This email was sent from someone outside of the City of Burlington.

Dear Mayor and City Council,
Please find my open letter regarding the office of REIB attached below.
Thank you for reading and letting me know your thoughts and ideas about this.

Liz Clements
Ward 5

July 7, 2025

To Mayor Emma and Burlington City Council:

I am writing to add my voice to the many in our city who have been calling for more support for our city's Racial Equity, Inclusion, and Belonging (REIB) office.

Thank you for the time you put into your work for Burlington. I offer my thoughts in good faith that you have the best intentions for our city and the people who live here. I want to be up front and share my frustrations and confusion about the lack of follow through and support for the REIB office, and I hope you will respond with action.

As far as I can see supporting REIB in our city is within reach, in-line with the city leaders' stated values, and beneficial for all Burlingtonians. I do not understand why more decisive action has not been taken, and I ask that the following be addressed as quickly as possible:

1. **Appoint interim Director Christian Berry as Director of the REIB department.** I am confused as to which city departments require an open search process to hire directors and which departments get directors quickly appointed by the mayor's office. Interim Director Berry has shown the skills and drive to do the job. She has offered stability and vision for the department despite being under the extremely extraneous circumstances of constant departmental transition and a prolonged period of being understaffed. She has bipartisan support on the council. Why is she not being appointed?
2. Expedite the process of appointing Christian Berry as the director so that you can **fully staff the REIB as quickly as possible.** I heard at coffee with the mayor that staffing is not complete because we don't have a permanent director. This is frustrating because we absolutely should - as Interim Director Berry is qualified and has widespread support.
3. **Provide a clear timeline and process for establishing the REIB office in the city charter.** It benefits all Burlingtonians to have an office dedicated to helping you (and future leaders) better understand the impact of your decisions. The REIB also serves us all by creating ways to improve city programming and policies to be more inclusive and responsive to the historical and present impacts of racism in our city. Our federal government is trying to dismantle equity efforts and offices like REIB. It would help to know your goals for adding the REIB office to the charter and where we are in the process.

4. **Please plan and share a process to improve the dynamics on the city council.** You are all humans who have flaws and make mistakes. You are also all humans who have skills and ideas about how to help our city. We in Burlington are missing the benefits of your skills and ideas because so much time is spent blaming, being defensive, and undercutting each other's work. I have seen this dynamic online and in public meetings. It is hurting our city and keeping us from finding the next best step forward for really challenging issues. Burlington needs your success. What have you tried and what will you try next to improve collegueship and collaboration across parties?

Thank you for reading and I look forward to your response.

Liz Clements
Ward 5

Lori Olberg

From: Donna <donnampage3@gmail.com>
Sent: Thursday, July 10, 2025 7:26 AM
To: burlingtowntownclerk
Subject: WCAX News article :Response to Homeless issue

[WARNING]: This email was sent from someone outside of the City of Burlington.

I'm looking to purchase into the Burlington or surrounding area. I live in Barre, Vt. In Barre, Vt. Has Burlington thought to work with Barre housing authority and landlords to relocate homeless population to this area? The Shelter programs in recent years put 100's of thousands into there shelters and I believe there are plenty of unoccupied houses in this area. It might help both Cities to work with Cleaning up Burlington Streets and revenues, / income for Barre, Vt. Barre is known for handling messy homeless situations.

Lori Olberg

From: Shane Daley <daleys047@gmail.com>
Sent: Wednesday, July 9, 2025 7:59 PM
To: burlingtontownclerk
Subject: Homeless Issue Really Isn't All That Difficult

[WARNING]: This email was sent from someone outside of the City of Burlington.

<https://www.wcax.com/2025/07/09/burlington-mayor-responds-controversial-homeless-issues/?outputType=amp>

^ Offer each homeless individual \$100 and a bus ticket to Phoenix. If they choose not to accept, ship them to Alaska with nothing except the items in their possession. They'll figure it out - or they won't - but ultimately Burlington will be better off for doing so.

It's completely asinine that Burlington continues to bend over backwards to help those who are predominantly not in the business of helping themselves while doing ***NOTHING*** for productive members of the community.

Unfortunately, the world (and especially the USA currently), can be a shitty, cruel place. Not everyone is built to survive it. It sucks, but it is reality. At a certain point, a choice needs to be made to support those who positively contribute to society over those who negatively impact everyone else around them. Anything else is a disgrace and will result in Burlington's continued descent into a dystopian hellscape.



Memo

Date: July 14, 2025

To: City Council

From: Phillip Peterson, PE, Senior Transportation Planner
Madeline Suender, Public Works Engineer

CC: Chapin Spencer, Director of Public Works
Laura Wheelock, PE, City Engineer/Division Director – Technical Services

Subject: New North End Sidewalk Scoping Report Approval

Request:

We are requesting the City Council approve the following motion: The City Council approves the recommended preferred alternatives for the New North End Sidewalk Scoping Study (see Attachment-1):

- **Stanbury Road – Alternative 3:** A concrete sidewalk behind the existing curb on the east side of the road, continuing the sidewalk from Dale Road.
- **Green Acres Drive – Alternative 2:** A seasonal painted pedestrian zone on the east/north side of the street, which will serve as a pilot to evaluate the potential for a future permanent sidewalk project.
- **Cottage Grove/Loaldo Drive – Alternative 1:** No Build.

Purpose & Need

The study's objective was to improve pedestrian safety and fill in missing sidewalk connections in a practical and cost-effective manner. The lack of pedestrian infrastructure on these streets forces residents — including children walking to school — to walk in the street. This is especially hazardous during dark or icy conditions. The study fulfills recommendations from Burlington's 2019 citywide sidewalk inventory and supports the goals of planBTV Walk Bike. Additionally, the Complete Streets Act

(Act 34) adopted to state law in 2011 requires state/municipalities consider the needs of all users during a project regardless of funding source.

Creating safe connections supports:

- the voter supported carbon reductions goals,
- will encourage more walking and biking in our neighborhoods, and
- provide a safe way for residents to reach streets that have other transportation options such as transit, dedicated bike facilities, shared use paths, and other sidewalks within the network.

Preferred Alternative Recommendation

Through the Unified Planning Work Program, the Chittenden County Regional Planning Commission (CCRPC) and the Department of Public Works led this sidewalk scoping study in partnership with engineering consultant Hoyle Tanner & Associates. The study considered sidewalk needs along **Stanbury Road, Cottage Grove/Loaldo Drive, and Green Acres Drive**, all residential streets in Burlington's New North End that currently lack sidewalks or pedestrian facilities.

The study considered feasibility, resident concerns, cost, drainage and utility constraints, and design compatibility with the surrounding neighborhood. Several alternatives were analyzed for each street, ranging from a no-build option to fully built sidewalks with new curbing and drainage.

Stanbury Road – Alternative 3

This option extends the existing 5' wide sidewalk on Dale Road to the north, improving access throughout the neighborhood and to the Burlington Greenway and Leddy Park. The sidewalk would be located behind the existing curb on the east side, with a ~3' grass strip. This would use ~8' or right-of-way space that would reduce existing front yards and driveways. This alternative was chosen for its strong network connectivity, moderate cost (~\$496,000), manageable impacts to properties, and general support of local residents.

Figure 1: Example of Stanbury Alt 3 at the intersection with Woodlawn Rd



Cottage Grove/Loaldo Drive – Alternative 1 (No Build)

Due to significant cost (~\$1M+), drainage and property impacts (including mature trees and gardens), and very limited public support, the study recommends a no-build alternative. Traffic calming concerns were a recurring theme for this neighborhood, so this street was added to the City's Traffic Calming Program queue of requests. The City will separately explore those interventions through our established Traffic Calming Program.

Green Acres Drive – Alternative 2

A seasonal pedestrian zone using delineators—but without pavement markings—on the east/north side of Green Acres Drive has been selected as the preferred approach. This concept was generally well-received by an adjacent neighborhood during the Stanbury Road pilot in summer 2024 and could serve as an interim, lower-cost solution to improve walkability. The seasonal zone will also allow the City and residents to evaluate the feasibility and desirability of pursuing a permanent sidewalk in the future. While there is interest in pedestrian improvements in this neighborhood, a traditional sidewalk beyond the existing curb presents challenges due to the impacts it would have on existing resources and uses in this area — including fences, gardens, mature trees, and driveway parking space. The seasonal pilot installation, without pavement markings, will essentially only incur costs related to Staff time.

Figure 2: Example of Green Acres Alt 2



Given the recent level of engagement around the Green Acres pilot concept, DPW staff will not seek Public Works Commission approval to install the pilot in summer 2025. Instead, the project will be planned for summer 2026 to allow staff to engage with the public (including one neighborhood meeting) to gather additional input and feedback, which will help inform next steps. After the additional engagement, staff will provide a recommendation to the Public Works Commission in late Fall or Winter, likely to seek approval for a 2026 pilot installation. It is important to note that the proposed pilot would be identical to the Stanbury Road pilot conducted in 2024 — a seasonal

installation using delineators, during which bike and pedestrian data will be collected. This data will help inform future decisions about pedestrian and bicycle infrastructure in the neighborhood.

Public Engagement

Public feedback played a significant role in shaping the recommended alternatives:

- A Local Concerns Meeting was held in June 2024.
- An online survey gathered 55 responses.
- A Public Information Meeting was held in November 2024 to present alternatives and collect feedback.
- Following these engagement efforts, the **TEUC approved the study at its May 27, 2025,** meeting, recognizing the importance of aligning recommendations with resident input and broader safety considerations.

Residents were divided: some advocated for sidewalks citing safety concerns, while others voiced strong opposition due to concerns over losing garden space, driveway access, or neighborhood character. Resident input was central to shaping the preferred alternatives for each street. On Green Acres Drive, support for the pilot pedestrian zone led to the recommendation of a seasonal installation as an interim step toward a potential permanent sidewalk. On Stanbury Road, many residents supported a more conventional approach, resulting in the recommendation for a traditional sidewalk extension that builds on the existing network. In contrast, feedback from Cottage Grove and Loaldo Drive revealed a lack of consensus and significant concerns about property impacts, parking, and tree loss—leading to the recommendation of a no-build alternative.

Next Steps

- Coordinate with the Capital Committee and various City departments to identify funding and phasing for project implementation for the Stanbury Road sidewalk.
- Conduct additional engagement with the neighborhood and likely advance a low-cost pilot pedestrian zone on Green Acres Drive for 2026.
- Collect data for Cottage Grove traffic calming concerns in accordance with DPW's Traffic Calming program.

Please let us know if you have questions or need clarification prior to the upcoming City Council meeting.

Thank you to the Chittenden County Regional Planning Commission for helping to fund this important study.

Attachments

1. New North End Sidewalk Scoping Study

Motion: To approve the recommended preferred alternatives for the New North End Sidewalk Scoping Study, as outlined in the staff report with an understanding there will be additional public engagement prior to implementing any of these alternatives.



New North End Sidewalk Scoping Study Burlington, Vermont

April 2025

Prepared for:
City of Burlington and Chittenden County Regional Planning Commission (CCRPC)



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EXECUTIVE SUMMARY

The Chittenden County Regional Planning Commission (CCRPC) and the City of Burlington retained Hoyle, Tanner & Associates, Inc. (Hoyle Tanner) to prepare this Sidewalk Scoping Study to investigate the potential of providing 5' wide concrete sidewalks along three sections of residential streets in the New North End neighborhood. These street sections include:

1. Stanbury Road from Staniford Road to Brierwood Lane (0.19 miles)
2. Cottage Grove from Grey Meadow Drive to North Avenue (0.39 miles)
3. Green Acres Drive from Cottage Grove to North Avenue (0.35 miles)

There are currently no sidewalks or pedestrian facilities on these three street sections. Pedestrians walk in the road, which puts them in potential conflict with vehicles, especially during hours of darkness when pedestrians are difficult to see. These streets all have existing curbs and on-street stormwater drainage systems. Street lighting exists with pole-mounted cobra-style lights on all three streets.

The main purpose of this study was to develop feasible concepts for sidewalks or alternative pedestrian facilities that would provide connectivity within the existing sidewalk network of the New North End and to incorporate input from New North End residents into the concepts. The feedback from residents, who responded to an online survey or provided comments at one of two public meetings, was mixed, with many residents in favor of sidewalks, but others concerned with impacts to their property, gardens, trees, and ability to park in their driveways. Many felt that the more pressing issue was the speed of traffic passing through their neighborhoods. The potential for pedestrian facilities and the challenges and concerns with providing facilities is different for each street as the nature of the road and properties are different.

For each street section, two to three alternatives were developed in addition to the No Build Alternative (Alternative 1). For streets with adequate roadway width (Stanbury Road and Green Acres Drive), an on-street pedestrian zone alternative was proposed. This type of zone was piloted on Stanbury Road during the summer of 2024. Two sidewalk alternatives were developed for each of the three street sections. The lower build alternative includes a sidewalk behind the existing curbline, with only minor changes to the curb where relocating the curb would protect mature trees. The higher build alternative proposes a sidewalk with a relocated curb to minimize the impacts of a new sidewalk on residents' front yards. Descriptions of all alternatives can be found in Section 5 of this study. Table 1 below summarizes Hoyle Tanners recommendations, with reasoning behind those recommendations below.

Table 1 – Recommended Alternatives

Street Name	Alternative	Estimated Cost (2024 Dollars)
Stanbury Road	Alternative 3 – Sidewalk behind curb on east side of Stanbury Road, to continue on from existing sidewalk on Dale Road.	\$496,415
Cottage Grove/Loaldo Drive	Alternative 1 – No Build	No Cost
Green Acres Drive	Alternative 2 – On-street pedestrian zone on east/north side of Green Acres Drive.	Permanent - \$753,575 Seasonal - \$246,790

Stanbury Road

While public feedback received did not show consensus, Hoyle Tanner recommends the design and construction of Alternative 3 (Sidewalk behind existing curb) for Stanbury Road. This alternative would continue the sidewalk on the east side of Dale Road north to Staniford Road, providing important north-

south connections to the Burlington Greenway and Leddy Park and would have minimal impacts to residents on Stanbury Road since a majority of properties have front yards and driveways on Woodbury Road and Woodlawn Road. A bump out at 12 and 15 Stanbury Road could protect the mature tree there and limit impacts to driveway lengths. The estimated cost of **Alternative 3 is \$496,415** (presented in 2024 Dollars). Please see Appendix D for conceptual plans and Appendix E for cost estimates. An Alternatives matrix for each street can be found in Section 9 of this study report.

Cottage Grove/Loaldo Drive

The feedback on a preferred alternative for Cottage Grove and Loaldo Drive was limited. Residents responding to the online survey or commenting at one of the public meetings appeared to be mainly concerned with cut-through traffic and wished to see traffic calming on their street. Providing a pedestrian zone on Cottage Grove is not possible due to the existing roadway width. Constructing a sidewalk along Cottage Grove that does not impact existing utility poles, mailboxes, front gardens, and mature trees would involve relocating curbs and impacting drainage. Alternatives 2 and 3, which also include intersection improvements to reduce the length of a proposed crosswalk on Loaldo Drive, would each cost more than a million dollars. Due to the large expense of the project, finite city resources, and the lack of majority support for sidewalks, Hoyle Tanner recommends the no build option of **Alternative 1, which has no cost.**

Green Acres Drive

Green Acres Drive residents who responded to the online survey or provided comments at one of the public meetings generally preferred the pedestrian zone in **Alternative 2**. This could be first piloted as it was on Stanbury Road in 2024. This concept could be piloted to test the feasibility of adjusting the curb and narrowing the street for a traditional sidewalk. If after the pilot period, residents are in favor of Alternative 2, we would recommend implementing a year-round painted pedestrian zone with delineators and permanent signage. We appreciate, however, that a painted zone would likely be cost and maintenance prohibitive for the City, with an estimated construction cost of \$753,575. Reducing the amount of paint by striping the pedestrian zone would only marginally reduce the cost to approximately \$455,600 and would still incur maintenance costs. The City could opt to implement a seasonal facility with signage, and delineators for approximately \$246,790. This seasonal option would mean during the winter months there are no pedestrian facilities, as is the current situation. The seasonal installation and removal of the delineators and planters will incur an annual expense. With both the seasonal and permanent pedestrian zone options, attractive planters could further delineate the zone and add beautification to the street.

Traffic Calming

The New North End Sidewalk Scoping Study is focused specifically on evaluating the feasibility of adding sidewalks in the area and not a traffic calming study. While sidewalk projects can sometimes have indirect effects on traffic patterns, including potential calming benefits, they are distinct from dedicated traffic calming efforts. Residents raised concerns with speeding and their desire for traffic calming at the public meetings, in the survey, and during our site visit. If residents are interested in pursuing traffic calming measures, they should follow the City's established process, which includes submitting a request and engaging with the Department of Public Works. More information on how to initiate traffic calming projects can be found on the City of Burlington's website in the Transportation section of the Department of Public Works.

1 INTRODUCTION

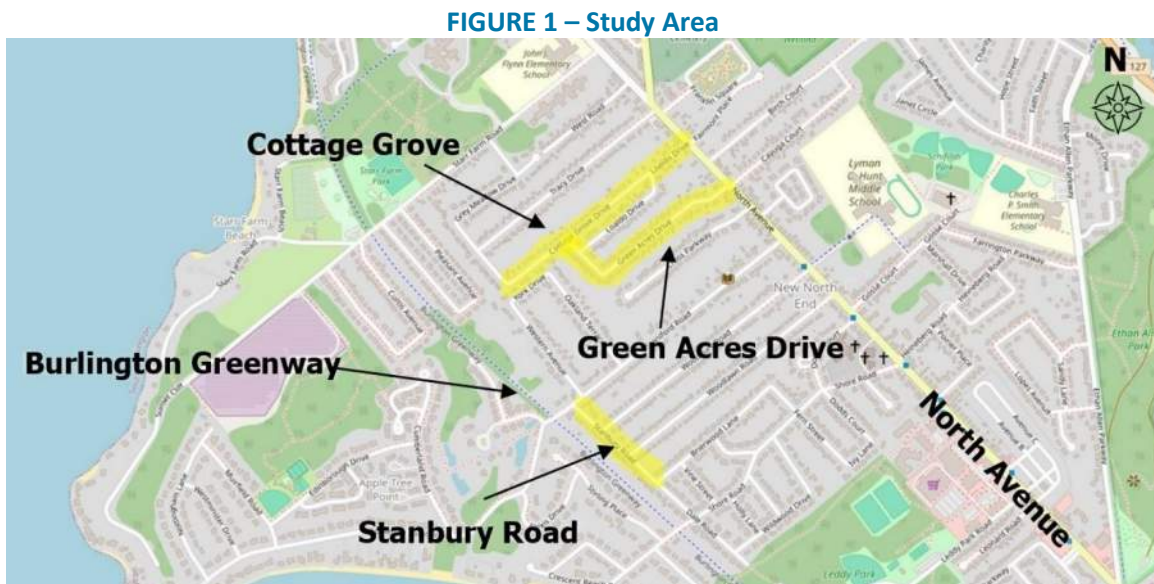
1.1 Overview

This Scoping Study for the City of Burlington, Vermont, has been completed by Hoyle, Tanner and Associates, Inc. (Hoyle Tanner). This study presents the findings of Hoyle Tanner's review of existing conditions, details of the proposed alternatives for each street, and potential right of way and utility impacts.

1.2 Study Area

The study area is located west of North Avenue in the New North End neighborhood of Burlington (see Figure 1) and includes Cottage Grove, Green Acres Drive, and part of Stanbury Road. The Cottage Grove segment includes Loaldo Drive between Cottage Grove and North Avenue. The remainder of Loaldo Drive is not part of this study. The Burlington Greenway, part of the Island Line Trail, runs parallel to Stanbury Road and is located just west of Stanbury Road.

These three streets were identified from the 2019 City wide sidewalk inventory of streets missing sidewalk. They were prioritized for this study based on proximity to pedestrian attractions and equity metrics for the surrounding areas.



2 PUBLIC INVOLVEMENT

Public involvement for this project included a Local Concerns Meeting and an Alternatives Meeting both held at the Lyman C. Hunt Middle School in the New North End neighborhood. A copy of the meeting minutes for each meeting are included in Appendices B and D, respectively. The in-person and virtual meetings were attended by City officials, a representative from the Chittenden County Regional Planning Commission (CCRPC), residents, and Hoyle Tanner personnel. Public involvement also included a project survey for residents to gather feedback on their concerns and preferences regarding a potential sidewalk. A copy of the survey questionnaire and the responses are included in Appendix B.

2.1 Local Concerns Meeting

A Local Concerns Meeting was held on June 24, 2024. The purpose of the meeting was to solicit public input, comments and concerns regarding the potential installation of new sidewalks in the study area. Hoyle Tanner went over the project study definition and schedule. The City also described a pilot pedestrian zone on Stanbury Road. Then, residents voiced concerns that they had including the following:

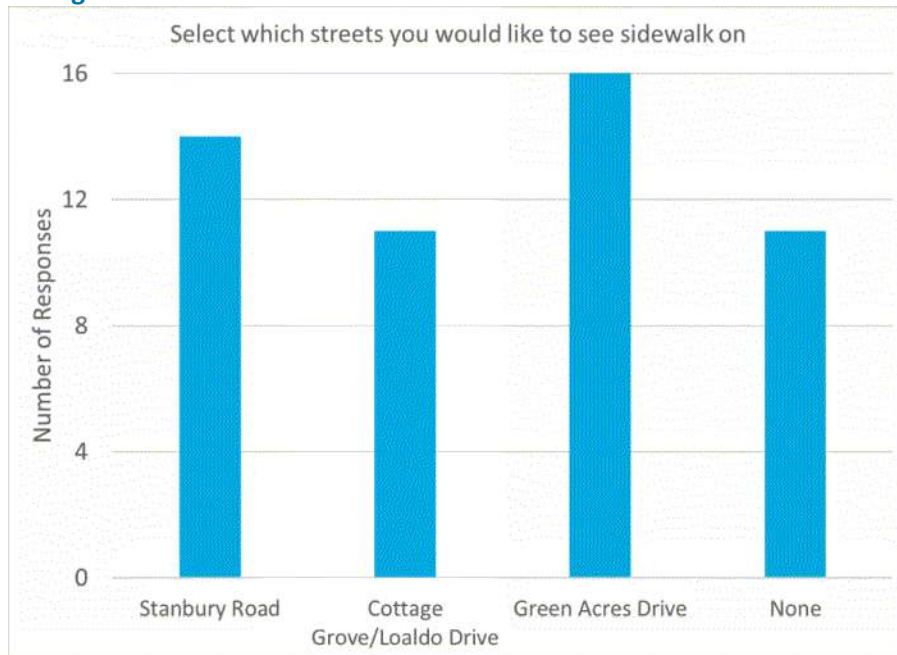
- **Sidewalk/Pedestrian Zone**
 - Support for sidewalk on east side of Stanbury Road
 - Support for pedestrian zones on other streets
 - Parents are not comfortable with children riding bikes in the road
 - Concern for loss of gardens (including commercial gardens) and front yard space
- **Speeding/Traffic Calming**
 - Concern with traffic speed in the study area
 - Concern with cut through traffic in study area that is avoiding a) the intersection of Tracy Drive and North Avenue (including box trucks), and b) other neighborhood streets with traffic calming (Staniford Road)
 - Desire for more traffic calming and stop signs
 - Support for closing the west end of Cottage Grove (making it a dead-end street)
- **Other Concerns**
 - Desire to look at pedestrian facilities, traffic calming, and the streets network holistically
 - Poor drainage and winter maintenance issues, especially on Stanbury Road and Green Acres Drive
 - Parking on Loaldo Drive and Green Acres Drive by North Avenue causing visibility issues as well as not enough room to turn into the side street if a vehicle is waiting to exit

2.2 Project Survey

The City of Burlington created a survey to gather feedback from residents in the study area neighborhoods. A link to the survey was included in the slideshow at the Local Concerns Meeting as well as advertising on Front Porch Forum, the New North End Facebook group, and the CCRPC Current Projects website. The city received 36 responses between June 26, 2024 and July 11, 2024. Additional surveys have been completed since July for a total of 55 responses. (Some residents had previously responded and were submitting additional comments.) A copy of the survey and the 55 responses can be found in Appendix B.

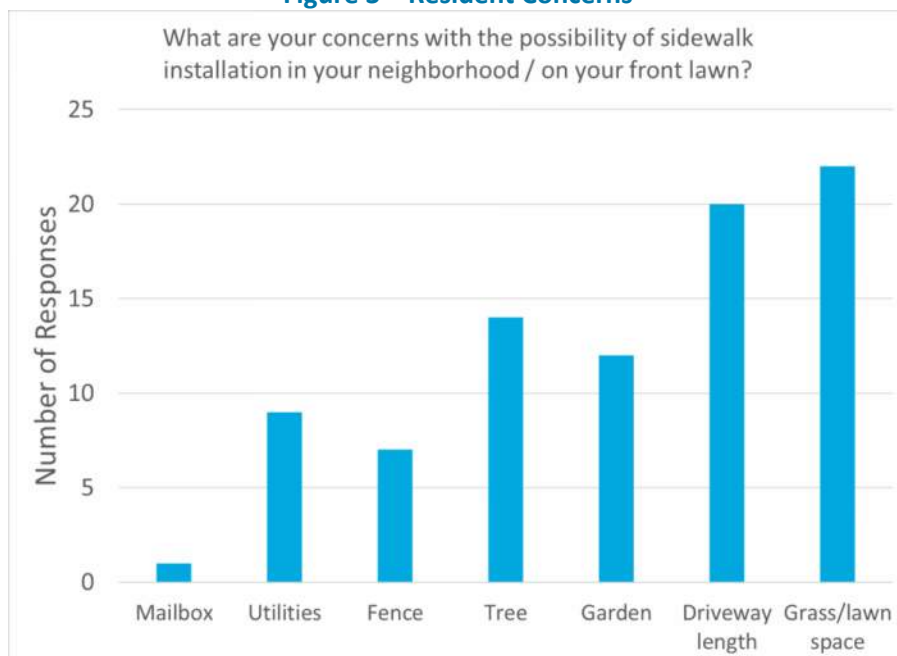
The first two survey questions were regarding respondents' names and contact details. The third question asked residents which streets they would like to see sidewalks on. Results were mixed as shown in Figure 2 below. Eleven residents (30% of respondents) answered that they didn't want to see any sidewalks (although one resident marked both "None" and "Cottage Grove"). Sixteen residents (44% of respondents) replied that they wanted sidewalks on Green Acres Drive and fourteen residents (39% of respondents) replied that they wanted sidewalks on Stanbury Road.

Figure 2 – Which Streets Residents Would Like to See Sidewalks On



The fourth question in the survey asked respondents to select, from a list, concerns they might have about a sidewalk on their front lawn or in the neighborhood. A summary of the concerns selected can be found in Figure 3 (based on the 36 responses through July 11). The two most selected responses were concerns with driveway length and the loss of grass or lawn space. Many residents noted that shortening their driveways would make it difficult or impossible to park their vehicles in their driveways. There was also concern about the loss of front yards and damage to established perennial gardens and trees.

Figure 3 – Resident Concerns



The final question on the survey asked residents for any additional thoughts. Responses were mixed with some residents supporting sidewalks and others opposed. A sample of responses supporting and opposing a sidewalk project is summarized in Table 2 below:

Table 2 – Sample of Resident Comments Regarding Sidewalk Project

Supporting Sidewalk Project	Concerns with Sidewalk Project
I am a strong proponent of pedestrian safety, and that means sidewalks. I very much want to see Stanbury have sidewalks.	I'm 100% opposed to the idea of a sidewalk. If you want to put some kind of lane on the road or something else in the road, that's fine but I don't want to lose 10ft of my lawn.
I look forward to the addition of sidewalks so that my child can safely walk to school. Thank you!	If the concern is to placate speed/traffic concerns rather than designated walking space, I'd be all for speed bumps and/or stop signs, but I vote no on sidewalks. Sidewalks in front yards will remove much of our street's beautiful greenery, shorten some driveways to unusable lengths, bring walkers too close to homes, and remove large portions of the tiny yards we already have. Thank you!
Looking forward to a solution for safe, protected walking.	I am completely opposed to this project which is seeking a problem to solve but will create many resulting problems if carried through.
I would like to see a sidewalk installed on one side of Green Acres (either side would be acceptable), with the space for it being taken from mostly, if not entirely from the roadway.	Instead of a sidewalk, my preference would be for Green Acres to have one sided parking with bollards as a pedestrian walking space.
I would be in favor of a sidewalk on one side of the street and also have parking narrowed down to one side of the road. I would want the sidewalk designed to shorten the street space rather than pulling the space from people's lawns, gardens etc.	Thank you for listening tonight. I think the issue of traffic goes beyond a fix of a sidewalk. A traffic calming study is as much or more necessary than the sidewalk study. I would be ok with a lined section of the street and bollards for pedestrians. I do not want to see our yards dug up for a sidewalk.
I would like to see a sidewalk going up green acres all the way to the cottage grove intersection, with the sidewalk extending up cottage grove from that intersection toward gray meadow - creating a link to the preexisting sidewalk that ends on grey meadow to this new sidewalk.	While a sidewalk seems like the right solution for Stanbury, the bollard divided pedestrian/bicycle space on one side of the road that was discussed at the meeting seems like a much better idea for green acres/cottage grove and eventually loaldo. I would also like to see traffic calming engineering solutions like planter bollards, raised crosswalks, speed bumps/tables etc. For most of us residents, slowing the occasional high speed driver is a much bigger concern on GA/CG than having a fully separate pedestrian walk.
No concerns--I was responding to say I love the idea! I would love it if all the proposed sidewalks get built.	There is nothing that slows traffic more than people walking in the road. There is not a lot of traffic on Green Acres Drive to warrant a sidewalk. I have lived on this street for 50+ years and there has never been a safety issue that I am aware of.

2.3 Public Information Meeting

A Public Information Meeting was held on November 4, 2024. This meeting included a presentation of the survey results and the alternatives developed with the purpose of gathering comments and a consensus on the preferred alternatives. More than half of those in attendance lived on Green Acres Drive. Discussion topics included the following:

- **Sidewalk Alternatives**
 - *In Support Of*
 - Walking in the road in the dark is not safe, and in the winter, it is dark by 5 pm.
 - *Concerns*
 - Shorter driveways may result in people not being able to park in their driveways. The garages were built mostly in the 1950's and many are too small to accommodate modern cars.
 - On street parking would be an issue with winter parking bans if people can't park in their driveways.
 - A narrower road is not worth the benefit of a sidewalk.
 - Some residents have working gardens that are used for their businesses and do not want them removed.
- **Pedestrian/Bicycle Zone Alternatives**
 - *In Support Of*
 - Some residents who attended are not in favor of sidewalks but are in favor of the temporary pedestrian zones.
 - Consider the use of planters or bollards instead of cones if a pedestrian and bicycle zone became an annual fixture.
 - Residents generally liked having the dedicated walking and biking zone on Stanbury Road, although standing water resulting from poor drainage was an issue.
 - *Concerns*
 - Concern about the pedestrian zone narrowing of the roadway to effectively a single lane. The pilot pedestrian and bicycle zone meant that vehicles often had to pull over to let other vehicles pass.
- **Traffic Calming**
 - If the speeding issue can be solved, sidewalks may not be needed.
- **General**
 - Some residents said that they are comfortable walking in the street and feel safe doing so.
 - Need to look at the neighborhood traffic holistically – the Tracy Drive and Plattsburg Avenue intersection effects traffic patterns in the study area.

This is a summary of the opinions of the thirty or so residents who attended the meeting.

3 PURPOSE AND NEED STATEMENT

3.1 Purpose

The purpose of the Burlington New North End Sidewalk Scoping Study project is to provide a continuous network of pedestrian facilities within the study area and to improve pedestrian safety.

3.2 Need

There are currently no pedestrian facilities within the study area. Some surrounding streets have sidewalks, but there are no pedestrian facilities in the study area that connect to those sidewalks. Currently, pedestrians walk in the street as there is no other alternative.

This project area needs improved pedestrian facilities along these streets and connections to the existing network. The streets identified need improvements for the safety of non-motorists within the right-of-way and the interface with vehicles.

4 EXISTING CONDITIONS

The study area includes road segments on Stanbury Road, Cottage Grove, Loaldo Drive, and Green Acres Drive. The study area streets are all located in the New North End neighborhood, west of North Avenue and south of Starr Farm Road. The Burlington Greenway, part of the Island Line Trail, runs generally northwest to southeast through the neighborhood, just west of Stanbury Road. Access to this popular pedestrian and bicycle recreational path is via Staniford Road and Shore Road. The Lyman C Hunt Middle School, Robert Miller Community and Recreation Center, Schifilliti Park, and the C. P. Smith Elementary School are on the east side of North Avenue within walking distance of the study area. Leddy Park is also within walking distance with neighborhood access via Stanbury Road to Dale Road.

The study area segments are all residential streets with a posted speed limit of 25 mph, concrete curbs, closed drainage systems with catch basins, and cobra head style street lighting mounted on utility poles. No traffic calming features currently exist on any of these streets. Each of the streets has an active traffic calming request. The streets vary in width between 26 and 30 feet. All the streets are owned and maintained by the City of Burlington. All streets in the study area allow for on-street parking year-round, except during winter snow bans. Based on digital mapping, the right of way (ROW) on these streets varies from 40' to 60', but in most places it's the standard three rods (49'-6") generally centered on the road. The topography of the study area is generally flat.

The VTrans Public Crash Data Query Tool was used to look up ten years of crash data from July 1, 2014 through July 1, 2024. There was one crash during that period in the study area. There was a sideswipe type crash near the intersection of Loaldo Drive and Cottage Grove that resulted in property damage. There were no crashes involving pedestrians or bicyclists.

4.1 Stanbury Road



Stanbury Road Looking North

The study area includes Stanbury Road from Staniford Road to Brierwood Lane (0.19 miles). Stanbury Road runs generally northwest to southeast in the study area, parallel to the Burlington Greenway which runs behind the houses on the west side of Stanbury Road. Access to the Greenway is from Staniford Road and Shore Road. Stanbury Road turns into Dale Road midblock between Woodlawn Road and Brierwood Lane. Stanbury Road north of Woodbury Road is 27 feet wide and 30 feet south of Woodbury Road. Utility poles with streetlights are located along the west side of the street. The Postal Service delivers mail via door delivery so

there are no curbside mailboxes on Stanbury Road. A mature sycamore tree is located at 12 Stanbury Road, and there are several mature shrubs along the east side of the road. Some of the concrete curbing is in poor condition. Catch basins are located at intersections, on both sides of Stanbury Road. A majority of the properties on the east side of Stanbury Road have front yards and driveways on Woodlawn Road and Brierwood Lane.

There are existing sidewalks on the Dale Road segment just north of Brierwood Lane. The sidewalk is separated from the curb by a grass strip approximately four feet wide. The sidewalk is on both sides of the street. There are also painted pedestrian crosswalks on Woodlawn Road and Brierwood Lane. The Burlington Greenway runs parallel to Stanbury Road, behind the houses on the west side of the street.

4.2 Cottage Grove/ Loaldo Drive

The study area includes Cottage Grove from Grey Meadow Drive to Loaldo Drive and the segment of Loaldo Drive between the end of Cottage Grove and North Avenue. This stretch of road is straight and runs generally southwest to northeast. Green Acres Drive intersects Cottage Grove at an uncontrolled T-style intersection approximately 650 feet northeast of Grey Meadow Drive. Before the construction of Grey Meadow Drive, Cottage Grove was a dead-end street. The width of Cottage Grove is 26 feet wide while the Loaldo Drive section is 30 feet wide. Utility poles with streetlights are located on the north side of the street and mailboxes on posts are located on the north side of the Cottage Grove section. Catch basins are located at the intersection with Loaldo Drive. The road surface is in good condition. The south side of Cottage Grove has a wooded area eight to 19 feet deep. Some of the trees are large, mature trees.



Cottage Grove at the Green Acres Drive Intersection

The Burlington Department of Public Works conducted a traffic count and speed data analysis in June 2023, the results of which can be found in Appendix G. The average daily number of vehicles travelling along Cottage Grove was 254 vehicles. Traffic volumes during the week were slightly higher, with an

average of 274 vehicles. There were three weekday peaks, an AM peak around 8:00 AM, a midday peak around 1:00 PM, and an afternoon peak around 4:00 PM. The afternoon peak was largest, with an average of 27 vehicles per hour. The average speed of vehicles was 22 mph with an 85th percentile speed of 27 mph.

4.3 Green Acres Drive

The study area includes the entire length of Green Acres Drive between Cottage Grove and North Avenue. Green Acres includes a 90-degree bend at the western end of the street. Green Acres also has a slight jog 210 feet west of North Avenue. The road is approximately 28 feet wide, and the pavement is in good condition. Utility poles are located on the west side of Green Acres on the section between the curve and Cottage Grove. Utility poles are located along the south side of the street and shift to the north side of the street closer to North Avenue where the jog in Cottage Grove travels under the utility lines. Several large trees are located near to the curb on the inside of the 90-degree bend. Catch basins are located at the intersection with North Avenue. There are no mailboxes on Green Acres Drive as mail is delivered by door delivery.



Green Acres looking West

4.4 Utilities

Several utilities are known to service residential homes in the study area. Overhead utility poles carry electrical, cable, and telecom fiber optic lines. Pole ownership will need to be determined during the design phase. Water, sewer, and stormwater systems are owned and maintained by the City of Burlington. Vermont Gas provides natural gas to homes throughout the study area. Below is a table summarizing the known utilities within the project area.

Table 3 – Known Utilities

Utility	Owner	Within Project Limits
Electric	Burlington Electric Department	Yes
Telecom	Burlington Telecom	Yes
Cable	Comcast	Yes
Gas	Vermont Gas	Yes
Water	City of Burlington	Yes
Sewer	City of Burlington	Yes
Storm	City of Burlington	Yes

4.5 Roadway Drainage

Closed system drainage is provided throughout the study area. The spacing of catch basins varies by street, with Stanbury having catch basins located no more than 310 feet apart. On Green Acres Drive, the only catch basin is located at the intersection with North Avenue. During the local concerns meeting, residents commented about poor drainage. In a letter to the CCRPC, a resident noted that his wife fell on ice while walking their dog in the road.

During a site visit on September 9, 2024 after a rain storm, standing water was observed on Stanbury Road, including in the pilot pedestrian and bicycle lane more than an hour after the rain had stopped. The catch basins appeared to be blocked and not draining properly. The pilot pedestrian/bicycle zone had standing water the entire width of the zone in some places, with pedestrians likely to avoid using the zone.

Drainage improvements will need to be considered with all options, particularly for alternatives that impact curb location or rely on existing paved facilities.



Standing Water on Stanbury Road

4.6 Land Use Context

The New North End neighborhood has a mix of residential, recreational, educational, retail, services, religious, and health care land uses. These attractions are located within walking distance of residences in the study area. Most of the residential units in the New North End neighborhood are single family homes, but there are also some multifamily units and residential care units, including Birchwood Healthcare and Rehab Center on Starr Farm Road. The retail, restaurants, services, and religious institutions are located mainly along North Avenue. The New North End neighborhood also includes several schools, including Flynn Elementary School, Lyman C Hunt Middle School, and C.P. Smith Elementary School. These are located north of Starr Farm Road or east of North Avenue and within walking distance of students living in the study area. There are several recreational attractions scattered throughout the New North End including Starr Farm Park, Starr Farm dog park, Appletree Park, Crescent Beach, Leddy Park, Gordon H. Paquette Ice Arena, Ethan Allen Park, and Schifiliti Park. Other attractions include the Burlington Greenway and the Starr Farm Community Garden.

Sidewalks are provided on many but not all of the surrounding residential streets. Crosswalks are provided across North Avenue at signalized intersections and at midblock locations with rectangular rapid flashing beacons (RRFBs).

Stanbury Road/Dale Road and the Burlington Greenway are the only north-south pedestrian connectors in the neighborhood west of North Avenue. Dale Road has pedestrian and bicycle access into Leddy Park, so a significant portion of New North End residents walking or riding to or from Leddy Park are likely to use Stanbury Road.

5 ALTERNATIVES ANALYSIS

Four alternatives per study area street were considered and evaluated in this study. The intent was to provide pedestrian facilities while limiting impacts to existing residential properties and trees. The set of alternatives for each street is different, but each alternative falls into similar categories. Alternative 1 is a “No Build” alternative for each study area. Where there is adequate roadway width, a pedestrian and bicycle zone, such as the one piloted on Stanbury Road, is a proposed alternative. Each study area includes a low build sidewalk alternative proposing a sidewalk behind the existing curb on the preferred side of the street. This is a lower cost option as it does not involve moving the curb or modifying the drainage system, although this option would impact some residential front yards. At some locations, it is recommended that the curb be relocated to protect mature trees. Each study area also includes a high build sidewalk alternative that proposes relocating the curb to minimize impacts on existing properties while added a sidewalk to the preferred side of the street. This alternative has the highest costs and largest impacts on the road layout, drainage and parking. Although each alternative presents a layout and conceptual design, the details can be altered during the design phase and there are aspects of all the alternatives that can be “mixed and matched” to provide the preferred alternative. The preferred alternative may be different for each street.

5.1 General Constraints

While developing the alternatives for this scoping study, the existing features of the neighborhoods were taken into consideration. Many of these features are what gives the neighborhood its character and was what drew people to live on these streets, but those features also complicate the construction of sidewalks. The nature of these features varies from street to street and include the following:

- Utility Poles - All of the streets have utility poles along one side of the street. If located on the same side of the street, potential sidewalks would need to be located behind those utility poles, or the utility poles would need to be relocated.
- Established gardens and perennial plants – Many houses in the study area have established gardens in the right of way that would need to be removed and replanted if a sidewalk were to be constructed. Moving established gardens involves many hours of work and not all the plants would survive being transplanted. The loss of gardens would have an impact on the character of the neighborhood. Some residents grow plants and vegetables as part of their businesses.
- Driveways – Some of the driveways in the study area are short, and constructing a sidewalk with a grass strip would effectively shorten those driveways by eight feet or more. In some cases, if residents parked in the driveway their vehicles would block a potential sidewalk which is against City Ordinances. Parking on the street may not be an option during winter parking bans, and some 1950’s era garages are not large enough to accommodate modern vehicles.



**Fencing, established shrubs, mailboxes
and utility poles along Cottage Grove**

- Established street trees – Several mature street trees that are near the curb may be damaged during sidewalk construction or would need to be removed. These trees provide shade, traffic calming, and add character to the neighborhood.
- Mailboxes – The section of Cottage Grove has mailboxes on the north side of the street. A potential sidewalk on this side may need to relocate the mailboxes. Coordination with the US Postal Service would be needed to determine appropriate mailbox location based on delivery method. Stanbury Road and Green Acres Drive have door delivery, so curbside mailboxes are not an issue.
- Fences – Some fences that are within the right of way would need to be relocated to allow for a sidewalk. Some fences have gardens along the fence which may be impacted.
- Front yards – Some residents expressed concerns about loss of front yard lawn space.



Established shrubs and trees, utility poles, and short driveways on Stanbury Road

A sidewalk with a grass strip could decrease front yard space by eight feet or more. Sidewalks with a grassy strip are preferred as they provide room for utility poles and snow storage, and they also create a buffer between the sidewalk and the road.

Some of these features contribute to the character of the neighborhood, such as trees, shrubs and gardens, and would be difficult to relocate. The alternatives attempt to balance the desire for safe pedestrian facilities, construction cost and potential negative impacts on residents and their yards.

5.2 Stanbury Road

Like many of the neighborhoods in the study area, Stanbury Road has the constraints of utility poles and established trees and shrubs on residential property. The west side of Stanbury Road has more front yards than the east side of Stanbury Road (14 vs 4) and therefore more trees, shrubs and gardens than the side yards on the east side. Most of the side yards on Stanbury have fences that are set back from the curb and outside the right-of-way limits. There are also some shrubs and lilacs. Utility poles are located along the west side of Stanbury Road, which in some cases would need to be relocated if there were to be a sidewalk on the west side, or the sidewalk would need to accommodate the utility pole and be located further away from the curb, further impacting front yards. The driveways on both sides of Stanbury Road are short, with several driveways between 32 and 35 feet.

Residents on Stanbury Road felt that vehicles use their road as a cut through by drivers avoiding speedbumps on surrounding roads. Public input received did not show a majority on any alternate.

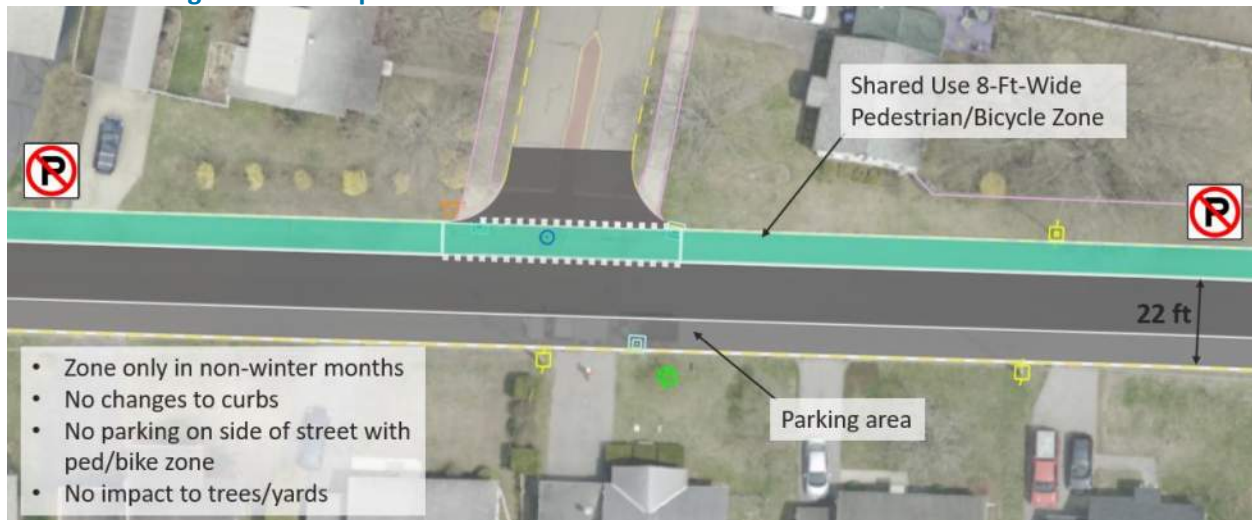
5.2.1 Alternative 1 – No Build

The “No Build” Alternative does not meet the project purpose and need or the City’s goals. This alternative would not provide any dedicated pedestrian facility.

5.2.2 Alternative 2 – Pedestrian and Bicycle Zone

Alternative 2 (see Appendix D for conceptual plans) proposes that the piloted pedestrian and bicycle zone be implemented annually to provide pedestrians and bicyclists with segregated space in the roadway. As during the pilot this summer, parking would be prohibited on the east side of the street. The width of the zone would also need to be tapered on the approach to Staniford Road, to maintain the 22-foot roadway width needed for emergency access, as it was during the pilot period. More aesthetic features such as planters or bollards can be incorporated. A bicycle and painted pedestrian zone would still operate during the winter months, but there would not be any physical delineators or physical barriers. This alternative includes a large area of green roadway paint to mark the pedestrian zone – this is quite costly (\$689,100) and will require regular maintenance. Realistically, this is not a financially viable option for the City of Burlington. The City has noted that they also do not have the capacity to maintain this level of paint. Not painting the zone would reduce costs to less than \$265,500. An unpainted pedestrian zone would be seasonal and not used during the winter months. Drainage improvements will be necessary as this zone is located along the curb line – this should be coordinated with City-wide paving projects to correct puddle areas. This alternative could also be used as an interim measure until other pedestrian facilities are constructed. Figure 4 below depicts the preferred location of the bicycle and pedestrian zone and the proposed parking areas.

Figure 4 – Example of Alternative 2 at the Intersection with Woodlawn Road



5.2.3 Alternative 3 – Sidewalk Behind Existing Curb (East Side)

Alternative 3 proposes that the existing east side sidewalk south of Dale Road be continued north to Staniford Road. Most of the fences and mature shrubs would not be impacted. The five-foot concrete sidewalk would be separated from the curb by a 3-foot greenbelt, like the existing sidewalk on Dale Road which matches City standards. The sidewalk would provide connectivity from the existing sidewalk to neighboring sidewalks on the east side of the street and provide more direct segregated pedestrian access to the Burlington Greenway and Leddy Park for this area. It is recommended that the sidewalk curves around the mature sycamore tree at 12 Stanbury Road to avoid damaging the tree's roots. This involves bumping out the curb as well. Curb extensions would also help with traffic calming which was a concern brought up during public outreach. Some branches may need to be trimmed to allow pedestrians to walk under the tree.



Fences, trees and shrubs mostly set back from the curb and outside of the right of way on the east side of Stanbury Road

Figure 5 – Example of Alternative 3 at the Intersection with Woodlawn Road

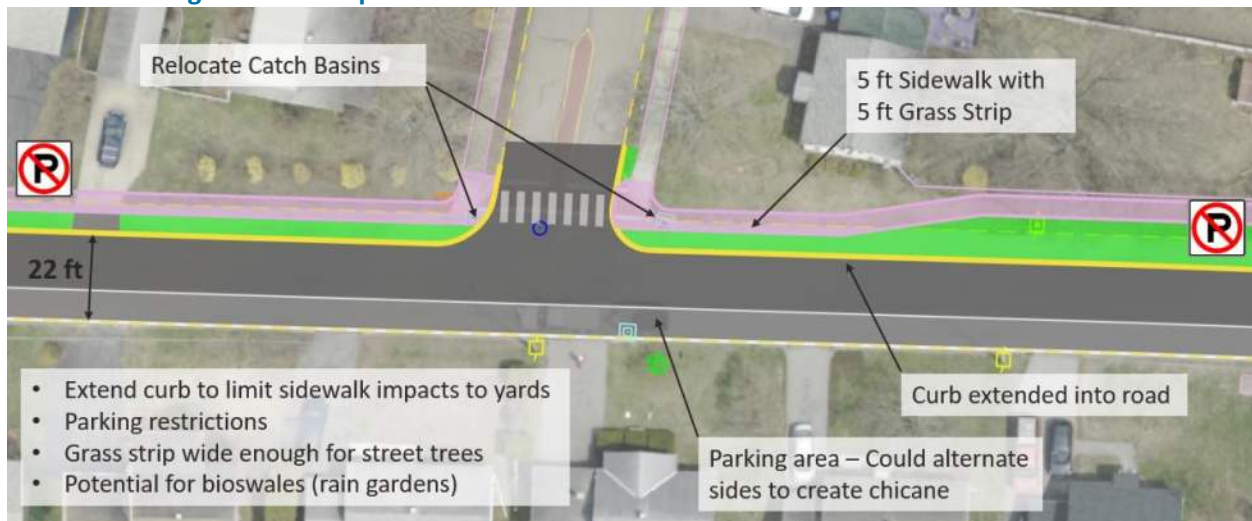


5.2.4 Alternative 4 – Sidewalk with Curb Extension

To minimize impacts to residential yards, Alternative 4 proposes extending the curb by six feet and constructing a five-foot concrete sidewalk with a five-foot grass strip on the east side of Stanbury Road. A five-foot grass strip would allow for the planting of street trees, providing shade and enhancing the character of the neighborhood. Narrowing the road and planting trees would also help with traffic calming which was a concern brought up during public outreach. The removal of some of the existing roadway would offset the new impervious surface of the sidewalk. The new roadway width would be 22 feet, which would mean that parking would be restricted to one side of the road. The designated parking areas could be staggered on either side of the road to create a “chicane-effect”, which would help calm traffic. This alternative would impact the location of existing catch basins but also provide an opportunity to create storm water mitigation bioswales (sometimes called a rain garden) at the intersections. Variations of this

alternative include narrowing the width of the grass strip to bring the sidewalk further away from residents' yards or reducing the curb extension by up to two feet to widen the roadway.

Figure 6 – Example of Alternative 4 at the Intersection with Woodlawn Road



5.3 Cottage Grove/Loaldo Drive

The roadway width and nature of the Cottage Grove section is different from the Loaldo Drive section which makes developing alternatives more complicated. For example, there is ample roadway width for a pedestrian and bicycle zone on Loaldo Drive section, but there is insufficient roadway width on Cottage Grove. Therefore, the pedestrian zone alternative was not included here.

During the site visit and the Local Concerns meeting, several residents raised concerns with vehicles using Cottage Grove as a cut through. They felt that drivers were using Cottage Grove to avoid the speed bumps on Tracy Drive and to avoid turning out of Tracy Drive onto North Avenue due to congestion and confusion at the Plattsburg Avenue traffic signal. They noted that drivers cutting through included fire trucks and delivery box trucks. Residents had raised concerns in the past, so in 2023, the City of Burlington conducted the volume and speed survey. (see Section 4.2 above and Appendix G).

Some residents noted that before the construction of homes along Grey Meadow Drive, Cottage Grove was a dead-end street. Some felt that restricting access at Grey Meadow Drive would eliminate cut through traffic and make a sidewalk not necessary. Restricting access at Grey Meadow Drive is outside the scope of this study and was determined not feasible as part of a pedestrian facilities improvement project.

Some residents also raised concerns with changing the nature of the neighborhood. These residents worried that adding a sidewalk or removing trees would take away the rural character of the street, which is what attracted them to the neighborhood. A majority of the properties on the north side of Cottage



Fences, shrubs and perennial garden next to curb on Cottage Grove

Grove include mature trees and shrubs, many near the curb, established perennial gardens and fences, which would all be impacted by a sidewalk on the north side. The utility poles and mailboxes, also on the north side, would mean that a sidewalk would need to be set back from the curb by three to four feet, further impacting gardens, trees and fences. The houses on the Cottage Grove section are also close to the street and residents have short driveways. Some driveways are between 38 and 44 feet long.

Some residents noted that the trees on Cottage Grove shade the roadway, even in winter, adding to ice and snow issues on the road due to poor drainage. Some noted this makes walking in the road more difficult during winter conditions, specifically when navigating around moving vehicles.

On the north side of the Loaldo Drive section, there are fewer gardens and trees, and the houses and fences are set back so that a sidewalk would be feasible. If a sidewalk was constructed on the north side of Loaldo Drive, a crosswalk would be needed at the Loaldo Drive intersection. This scenario was not included in the alternatives below.

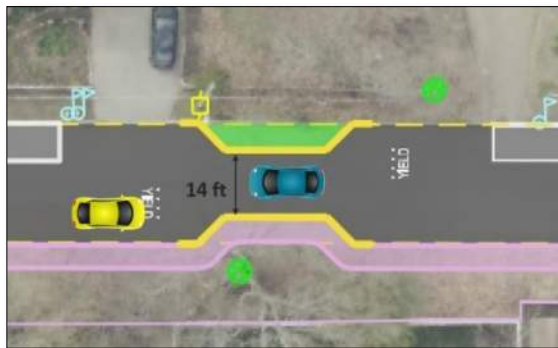
5.3.1 Alternative 1 – No Build

The “No Build” Alternative does not meet the project purpose and need or the City’s goals. This alternative would not provide any dedicated pedestrian facility.

5.3.2 Alternative 2 – Sidewalk Behind Existing Curb

Alternative 2 proposes constructing a sidewalk behind the curb on the south side of Cottage Grove and Loaldo Drive. Constructing a sidewalk on the north side, even immediately behind the curb, would likely result in the removal of many of the mature trees, established perennial gardens, shrubs, and fences along Cottage Grove, significantly impacting front yards and altering the character of the street. Relocating the utility poles and mailboxes would add additional costs and may affect mature trees that may need to have their limbs trimmed to allow for relocated utilities. Providing a sidewalk on the south side of the street would minimize these impacts, although residents would need to cross the street to access the sidewalk.

This alternative proposes extending the curb at locations where there are mature trees to protect those trees and help to maintain the character of Cottage Grove. This would also provide traffic calming which was a concern raised by some residents. These curb extensions would reduce the width of the road to 22 feet, resulting in parking restrictions on the south side of Cottage Grove. It appears that most residents already park only on the north side of the road. These curb extensions could be combined with curb extensions on the north side of Cottage Grove to create a traffic calming pinch point known as a choker. The choker would be 14 feet wide so vehicles approaching the pinch point would need to yield to opposing vehicles passing through the pinch point. This alternative includes an example of such a choker near a large, mature tree approximately 450 feet east of Green Acres Drive. This type of pinch point could be repeated at other locations along Cottage Grove. Parking would be prohibited in the choker.



Example of potential choker on Cottage Grove

Figure 7 – Example of Alternative 2 at the Intersection with Green Acres Drive



On the Loaldo Drive section of the study segment, the sidewalk would be immediately behind the curb, with no grassy strip. This would minimize the impact to residents' front yards as the houses are close to the road. This alternative also includes a redesign of the Loaldo Road intersection, narrowing the north-south segment to create a tighter turning radius. The tighter radius and proposed stop sign (pending MUTCD warrant approval) would provide traffic calming at the intersection and reduce the crossing length of the proposed crosswalk.

Figure 8 – Example of Alternative 2 at Loaldo Drive Intersection



5.3.3 Alternative 3 – Sidewalk with Curb Extension

This alternative proposed extending the curb on the south side of Cottage Grove and Loaldo Drive to provide a sidewalk with five-foot grass strip while minimizing impacts to trees, front yards and driveways. The five-foot grass strip would allow for the planting of street trees. The grass strip could be reduced to three feet to further lesson impacts to front yards. Along some sections of Cottage Grove, the sidewalk would be located immediately behind the curb to protect mature trees, especially near the intersection with Green Acres Drive and immediately west of the Loaldo Drive intersection. Extending the curb would narrow the roadway to 22 feet, and therefore, parking would be limited to only the north side of the street. This alternative does not include traffic calming chokers, but they could be incorporated into the design if desired.



**Wide intersection with Loaldo Drive,
looking west**

Figure 9 – Example of Alternative 3 at Green Acres Drive Intersection



As in Alternative 2, this alternative proposes a redesign in the Loaldo Drive intersection to reduce the turning radius, reduce the length of the proposed crosswalk, and calm traffic. It is also possible to implement different alternatives on the Cottage Grove and Loaldo Drive sections.

Figure 10 – Example of Alternative 3 at Loaldo Drive Intersection



5.4 Green Acres Drive

Green Acres Drive has similar constraints as the other two study streets. There are several mature trees, including some very large trees adjacent to the curb at the corner. The tree roots of one large tree are dislodging the curb. Some front yards have gardens, shrubs, and fences that would be impacted by a potential sidewalk. Utility poles run along the west and south side of the street, crossing from the south side to the north side near the North Avenue intersection. Driveways also short, many less than 30 feet and some only 25 feet, and available parking in driveways could be impacted by a potential sidewalk.

There are a very limited number of catch basins on Green Acres. They are located near North Avenue. Residents raised issues with drainage during the public meeting.

5.4.1 Alternative 1 – No Build

The “No Build” Alternative does not meet the project purpose and need or the City’s goals. This alternative would not provide any dedicated pedestrian facility.

5.4.2 Alternative 2 – Pedestrian and Bicycle Zone

Alternative 2 proposes a pedestrian zone be provided on the south and west side of the street. The pedestrian zone would allow pedestrians to walk along a segregated space in the roadway. Because Green Acres Drive is 28 feet wide, the pedestrian zone would be approximately six feet wide and therefore too narrow to allow shared use with bicycles. A painted pedestrian zone would provide a year-round facility but due to the cost of the paint and ongoing maintenance, it is cost prohibitive. A non-painted pedestrian zone would operate only seasonally. Both options would include delineators to indicate the edge of the zone. Parking would be restricted on the same side of the street as the pedestrian zone. This alternative could also be used as an interim measure until other pedestrian facilities are constructed. Planters or bollards could be used as a more attractive alternative to cones to separate vehicles from the pedestrian zone. Figure 11 depicts the recommended pedestrian zone location and proposed parking areas.

Figure 11 – Example of Alternative 2



5.4.3 Alternative 3 – Sidewalk Behind Existing Curb



Fence and mature trees on
Green Acres Drive

Alternative 3 proposes a sidewalk behind the existing curb. This sidewalk could be either side of Green Acres Drive or on both with similar scale of impacts. A potential sidewalk on the west and south sides of Green Acres Drive would need a three-foot-wide grass strip to accommodate the utility poles. The City prefers a grass strip for snow storage in winter and to create a buffer between the sidewalk and the road. A sidewalk on the east and north side could be located immediately behind the curb to minimize front yard impacts, but this could cause issues during winter snow removal. The conceptual plans show a grass strip.

Due to the large trees on the corner (at 169 Green Acres Drive), it is recommended that the curb and sidewalk be bumped out to minimize damage to the trees and root systems. A pinch point, similar to the one proposed on Cottage Grove, could also be implemented by the large tree north of the bend to further protect the tree and provide a traffic calming opportunity.

A sidewalk behind the curb on either side of the street would impact shrubs, trees, fences and gardens in residents' front yards. It would also impact how many cars residents are able to park in their driveways without blocking the sidewalk.

Figure 12 – Example of Alternative 3 Showing What a Preliminary Design on Both Sides of the Street



5.4.4 Alternative 4 – Sidewalk with Curb Extension

Alternative 4 proposes extending the curb on the north and east side of Green Acres to allow for a five-foot sidewalk with a five-foot grass strip. Extending the curb minimizes impacts to front yards. In order to protect the trees on the corner, this alternative proposes that the sidewalk be immediately behind the curb on the corner. The five-foot grass strip would be wide enough to plant street trees. Because extending the curb would narrow the width of the road to 22 feet, parking would be restricted to one side of the street. These parking areas could be staggered on either side of the road to create parking chicanes

for traffic calming. Catch basins near North Avenue would need to be relocated.

Figure 13 – Example of Alternative 4 with Sidewalk on Corner Outside of Existing Curb to Protect Trees



6 NATURAL AND CULTURAL RESOURCES

6.1.1 Wetlands and Watercourses

The Vermont Agency of Natural Resources (ANR) Atlas and Wetlands Inventory Map (WIM) search identified no Vermont Significant Wetland Inventory (VSWI)-mapped wetlands in the vicinity of the Project.

6.1.2 Wildlife Habitat

Due to the highly developed nature of the project area, it is not anticipated that there will be significant impacts to wildlife or wildlife habitat. Some displacement of wildlife using adjacent forested areas may temporarily occur during project construction due to noise disturbances.

6.1.3 Rare, Threatened and Endangered (RTE) Species

Results from the US Fish and Wildlife Service (USFWS) Information for Planning and Consultation (IPaC) search indicated that the project is located within the range of the monarch butterfly (*Danaus plexippus*) which has become a candidate for listing under the Endangered Species Act (ESA) (Appendix F). The candidate status of the monarch does not provide protection under ESA so no further coordination with the USFWS is required. It is not anticipated that the Project will create significant impacts on any pollinator habitat.

A search of the ANR Atlas identified no occurrences of Rare, Threatened or Endangered (RTE) species within the vicinity of the project. Numerous occurrences of state-protected RTE species and Significant Natural Communities were identified within 0.5-miles of the project area. However, given how project activities would be heavily constrained to the existing ROW, it is not anticipated that these species or protected habitats will be impacted.

6.1.4 Agricultural Soils

The soils in the project area are classified as AdA – Adams and Windsor loamy sands, 0 to 5 percent slopes, and DdA – Duane and Deerfield soils, 0 to 5 percent slopes. These soil types are classified as Farmland of statewide importance, if drained, and Prime farmland if protected from flooding or not frequently flooded during the growing season. These soils have no potential to be used for substantial farmland as they are contained within an already developed residential and commercial area, thus their alteration is not required to be analyzed in light of the ability to affect their agricultural potential (Appendix F).

6.1.5 Hazardous Waste and Contaminated Soils

The ANR Atlas identified two hazardous waste generators located adjacent to the project area that were identified as Thunderbolt Garage and North Avenue Jolley. These sites will not be disturbed by the project.

Almost the entirety of the Project area is located within a Designated Urban Soil Zone, that suggests a potential for increase in concentrations of Polycyclic Aromatic Hydrocarbons (PAHs), Arsenic, and Lead in soil beyond typical background conditions (Appendix F). Current Project planning would re-use some disturbed soil within the Project limits. Plans will indicate for the Contractor that any excavated soil unable to be re-used will need to be disposed of within another Designated Urban Soil Zone.

6.1.6 Stormwater Permitting

Existing impervious area within the project area is 159,090 square feet (sf). This includes 50,030 square feet on Stanbury Road between Staniford Road and Brierwood Lane, 56,070 square feet on Cottage Grove Road/Loaldo Drive between Cottage Grove and North Avenue, and 52,990 square feet on Green Acres Drive.

The approximate new impervious areas for each alternative can be found in Table 4. The table also includes estimates of surface areas that are currently impervious that would be reclaimed as pervious surface areas. This mainly pertains to the lower build sidewalk alternatives where there are curb extensions and the higher build sidewalk alternatives where the roadway width is narrowed to allow for a sidewalk and five-foot-wide grass strip.

Table 4 – Impervious Surface Estimates

Impervious Surfaces		Stanbury Road		Cottage Grove/Loaldo Drive		Green Acres Drive	
		Alt 3	Alt 4	Alt 2	Alt 3	Alt 3	Alt 4
New Impervious Surfaces	Square Feet	3,777	4,341	10,162	10,206	18,138	8,917
	Acres	0.09	0.10	0.23	0.23	0.42	0.20
Reclaimed Impervious Surfaces	Square Feet	319	6,383	2,603	8,405	1,458	10,108
	Acres	0.01	0.15	0.06	0.19	0.03	0.23
Net Change	Square Feet	3,458	-2,042	7,560	1,801	16,680	-1,190
	Acres	0.08	-0.05	0.17	0.04	0.38	-0.03

A new sidewalk would be considered a separate utility and would potentially be subject to an Operational

Stormwater Permit (3-9050) if it exceeds 0.5 acres. This would depend on which combination of alternatives is progressed forward.

The need for a Construction Stormwater Permit (3-9020) would also depend on which combination of alternatives is progressed into the final design phase. If the one-acre earth disturbance threshold is met, it is anticipated that the project will be considered low risk and can be completed in accordance with the Construction Stormwater General Permit.

6.1.7 Historical or Archaeological Resources (Section 106)

A search of the National Register of Historic Places did not identify any properties within the project vicinity.

6.1.8 Public Land and Designated Conservation Areas

6.1.8.1 4 (f) Property

In the case of this project, there is no “permanent incorporation of 4(f) land into a transportation facility” and, therefore, no Section 4(f) use. A Section 4(f) evaluation does not need to be prepared.

6.1.8.2 6 (f) Property

The project is located within the municipal boundary of Burlington so the project will not impede the public’s use of public land or designated conservation areas.

7 RIGHT-OF-WAY

The majority of the proposed work is within the existing right-of-way (ROW) that was obtained from the City of Burlington digital tax maps. The marked right-of-way on the jog in Green Acres Drive does not appear to track with the alignment of the road. Further investigation would be needed to determine the right-of-way if Alternative 3 or 4 is chosen. There may be right-of-way impacts depending on the chosen alternative.

8 UTILITY IMPACTS

Overhead and underground utilities are present at the site (reference Section 4.4 of this report). These include overhead utilities such as electric and fiber as well as underground utilities such as natural gas. The conceptual design alternatives were developed in part to minimize utility impacts, although there may be the need to relocate some utility poles. Further coordination will be required during preliminary design. All build alternatives in this study have similar impacts and associated costs to buried and overhead utilities.

9 COST ESTIMATE AND ENGINEERS ESTIMATE

A detailed Estimate of Probable Construction Cost for each Alternative for each study street can be found in Appendix E. The cost for construction engineering services for each alternative are shown in the estimates and are calculated as 10% of the construction subtotal. The tables below include the construction cost and impacts of the potential project and potential permits that may be needed to implement the project.

Table 5 – Alternatives Matrix for Stanbury Road

Category		Alternative 1:	Alternative 2:	Alternative 3:	Alternative 4:
		No Build	Painted Pedestrian/ Bicycle Zone	Sidewalk Within Existing Curb	Sidewalk with Relocated Curb
Cost	Construction Cost	\$0	\$689,100	\$496,415	\$860,245
Roadway	Curbs	No change	No change	Minor Curb Alterations	Curb Relocation
	Total Roadway Width	No change (28-30' Roadway)	22' Roadway 6-8' Pedestrian/ Bicycle Zone	No change (27-30' Roadway)	22' Roadway
Bike/Ped Facilities	Road Markings	None	None	None	None
	Sidewalk	None	None - Ped/Bike Zone	5 feet	5 feet
	Green Space Barrier	None	None	0-3 feet	5 feet
Engineer- ing	Overhead Utility	None		None anticipated	
	Drainage	No change		None anticipated	Relocation of Catch Basins
Impacts	ROW	None	None	Potential Permanent Temporary Likely	Potential Permanent Temporary Likely
	Ag. Lands	None			
	Archaeological	None			
	Historic	None Anticipated			
	Hazardous Materials	None Anticipated			
	Floodplains	None			
	Fish & Wildlife	None			
	Rare, Threatened & Endangered Species	None			
	Public Lands - Sect. 4(f)	None			
	LWCP - Sect. 6(f)	None			
	Noise	None		Temporary during Construction	
	Wetlands	None			
	Permits	Act 250	None		
401 Water Quality		None			
404 USACE		None			
Stream Alteration		None			
State Individual Wetland Permit		None			
Storm Water Discharge		None		Possible	Possible

Category		Alternative 1:	Alternative 2:	Alternative 3:	Alternative 4:
		No Build	Painted Pedestrian/ Bicycle Zone	Sidewalk Within Existing Curb	Sidewalk with Relocated Curb
Permits	Lakes & Ponds	None			
	Threatened & Endangered Species	None Anticipated			
	Historic/Archaeological Resources	None Anticipated			
	Section 1111 Permit	None			
Meets Purpose and Need		No	Partially	Yes	Yes
Advantages			No impacts to front or side yards.	Sidewalk segregated from traffic.	Sidewalk segregated from traffic. Five foot grass strip allows for new street trees. Less impact to yards than Alternative 3.
Disadvantages			Painted pedestrian zone would require maintenance, and delineators would need to be moved seasonally. Non-painted Pedestrian/Bicycle Zone only during non-winter months.	Grass strip plus sidewalk affects 8 feet of residents' yards. The effective parking length of two driveways would be reduced by 8 feet.	Narrowing of street and parking on one side. Changes to closed drainage system increases cost.
Other Considerations			Not painting the Pedestrian/Bicycle Zone would reduce costs to \$265,420.	Curb relocation (to protect mature tree) may need alterations to drainage.	Opportunity for bioswale.

Table 6 – Cottage Grove/Loaldo Drive

Category		Alternative 1:	Alternative 2:	Alternative 3:
		No Build	Sidewalk Within Existing Curb	Sidewalk with Relocated Curb
Cost	Construction Cost	\$0	\$1,070,450	\$1,478,245
Roadway	Curbs	No change	Some Curb Alterations	Curb Relocation
	Total Roadway Width	No change (26-30' Roadway)	22-30' Roadway	22' Roadway
Bike/Ped Facilities	Road Markings	None	Yield markings at potential pinch point, Crosswalk and potential stop bars at Loaldo Drive Intersection	Crosswalk and potential stop bars at Loaldo Drive Intersection
	Sidewalk	None	5 feet	5 feet
	Green Space Barrier	None	0-3 feet	0-5 feet
Engineer- ing	Overhead Utility	None	None anticipated	
	Drainage	No change	New/Relocated Catch Basins	
Impacts	ROW	None	Potential Permanent Temporary Likely	Potential Permanent Temporary Likely
	Ag. Lands	None		
	Archaeological	None		
	Historic	None Anticipated		
	Hazardous Materials	None Anticipated		
	Floodplains	None		
	Fish & Wildlife	None		
	Rare, Threatened & Endangered Species	None		
	Public Lands - Sect. 4(f)	None		
	LWCP - Sect. 6(f)	None		
	Noise	None	Temporary during Construction	
	Wetlands	None		
Permits	Act 250	None		
	401 Water Quality	None		
	404 USACE	None		
	Stream Alteration	None		
	State Individual Wetland Permit	None		
	Storm Water Discharge	None	Possible	Possible
	Lakes & Ponds	None		

Category		Alternative 1:	Alternative 2:	Alternative 3:
		<i>No Build</i>	<i>Sidewalk Within Existing Curb</i>	<i>Sidewalk with Relocated Curb</i>
Permits	<i>Threatened & Endangered Species</i>	None Anticipated		
	<i>Historic/Archaeological Resources</i>	None Anticipated		
	<i>Section 1111 Permit</i>	None		
Meets Purpose and Need		No	Yes	Yes
Advantages			Sidewalk segregated from traffic. The redesigned Loaldo Drive intersection provides traffic calming and shorter crossing distance.	Sidewalk segregated from traffic. Five-foot grass strip allows for new street trees. Less impact to yards than Alternative 2. The redesigned Loaldo Drive intersection provides traffic calming and shorter crossing distance.
Disadvantages			Some trees would need to be removed on Cottage Grove. Sidewalk affects 5 feet of residents' yards. Effective driveway length would be reduced.	Narrowing of street and parking restricted to one side. Changes to closed drainage system increases cost.
Other Considerations			Relocated curb in some sections to protect trees. Potential for traffic calming pinch point. May need changes to closed drainage system.	Least impact to yards, biggest impact to roadway width.

Table 7 – Green Acres Drive

Category		Alternative 1:	Alternative 2:	Alternative 3:	Alternative 4:
		No Build	Pedestrian Zone	Sidewalk Within Existing Curb	Sidewalk with Relocated Curb
Cost	Construction Cost	\$0	\$753,575 painted, \$246,790 non-painted	\$1,488,265	\$1,334,195
Roadway	Curbs	No change	No change	Curb Relocation at Corner	Curb Relocation
	Total Roadway Width	No change (28' Roadway)	22' Roadway 6' Pedestrian/ Bicycle Zone	No change (28' Roadway)	22' Roadway
Bike/Ped Facilities	Road Markings	None	None	None	None
	Sidewalk	None	None - Pedestrian Zone	5 feet	5 feet
	Green Space Barrier	None	None	0-3 feet	0-5 feet
Engineering	Overhead Utility	None		Relocate One Utility Pole	Relocate One Utility Pole
	Drainage	No change		Possible New Catch Basin near Curb Relocation	Relocation of Catch Basins
Impacts	ROW	None	None	Potential Permanent Temporary Likely	Potential Permanent Temporary Likely
	Ag. Lands	None			
	Archaeological	None			
	Historic	None Anticipated			
	Hazardous Materials	None Anticipated			
	Floodplains	None			
	Fish & Wildlife	None			
	Rare, Threatened & Endangered Species	None			
	Public Lands - Sect. 4(f)	None			
	LWCP - Sect. 6(f)	None			
	Noise	None		Temporary during Construction	
	Wetlands	None			
Permits	Act 250	None			
	401 Water Quality	None			
	404 USACE	None			
	Stream Alteration	None			

Category		Alternative 1:	Alternative 2:	Alternative 3:	Alternative 4:
		No Build	Painted Pedestrian Zone	Sidewalk Within Existing Curb	Sidewalk with Relocated Curb
Permits	State Individual Wetland Permit	None			
	Storm Water Discharge	None		Possible	Possible
	Lakes & Ponds	None			
	Threatened & Endangered Species	None Anticipated			
	Historic/Archaeological Resources	None Anticipated			
	Section 1111 Permit	None			
Meets Purpose and Need		No	Partially	Yes	Yes
Advantages			No impacts to front or side yards.	Sidewalk segregated from traffic.	Sidewalk segregated from traffic. Five-foot grass strip allows for new street trees. Less impact to yards than Alternative 3.
Disadvantages			Pedestrian Zone only during non-winter months.	Grass strip plus sidewalk affects 8 feet of residents' yards. Effective driveway length also reduced.	Narrowing of street and parking restricted to one side. Changes to closed drainage system increases cost.
Other Considerations			A non-painted pedestrian zone would be seasonal. In the winter months, there would be no pedestrian facility.	Bump out around inner corner to avoid mature trees. May need changes to closed drainage system.	Least impact to yards, biggest impact to roadway width.

10 PROJECT FUNDING

Project funding opportunities for this project are limited, the following are a sample of potential funding sources, and how they impact the project timeline shown below:

Table 8 – Potential Funding Sources

Funding Source	Federal Funding	Max Funding Amount
Municipally Bonded	No	-
VTrans Bicycle and Pedestrian Program Grant	Yes	80% (20% Municipal Match)
VTrans Transportation Alternatives Grant	Yes	80%, \$300,000 Max (20% Municipal Match)

11 CONCLUSIONS AND RECOMMENDATIONS

Residents in the New North End neighborhood who responded to an online survey or provided comments on one of two public meetings appear to be split on the desire to add sidewalks to their neighborhoods. Some felt that sidewalks were not necessary and had serious concerns with impacts to their property including loss of front yard space, removal of trees and gardens, and shortened driveways that would make parking on their property difficult and in some cases impossible. Other residents were in favor of sidewalks, especially those with children. They noted that the speed of traffic made them feel unsafe and they did not feel safe walking in the road in the dark. There was no consensus at the Alternatives Meeting as to which alternatives were the preferred alternatives. Residents present did agree that they felt that drivers were speeding in their neighborhoods and using Cottage Grove and Stanbury Road as cut throughs to avoid difficult intersections or other streets with traffic calming.

Below are Hoyle Tanner’s recommendations on the best path forward for each street given residents concerns and the desire for some form of pedestrian facilities expressed by many, but not all residents.

11.1 Stanbury Road

Hoyle Tanner recommends that Alternative 3 on Stanbury Road advance into design. Stanbury Road is one of the few north to south roads in the neighborhood and therefore an important pedestrian connector to the Burlington Greenway and Leddy Park for those living on the surrounding streets. A sidewalk on Stanbury Road would be the natural extension of the existing sidewalk on Dale Road. Since a majority of the properties on the east side of Stanbury Road have side yards as opposed to front yards, there are fewer trees, gardens and driveways that would be impacted. Relocating the curb at 12 and 15 Stanbury Road would protect the mature Sycamore tree and limit impacts to the residents’ front yards as well as provide some traffic calming.

11.2 Green Acres Drive

Green Acres Drive residents participating in the survey/public meetings were in support of a pedestrian zone along the north and east sides of the road. A pilot program would give residents the opportunity to see how that may benefit their neighborhood as well as the potential impacts of the narrower road width if Alternative 4 was pursued in the future. Hoyle Tanner recommends the pedestrian zone in Alternative 2.

11.3 Cottage Grove/Loaldo Drive

There was no clear consensus on Cottage Grove from the survey/public meetings. There were few residents from Cottage Grove or Loaldo Drive at the meeting where alternatives were presented, so it was difficult to ascertain a preferred option. Residents who have lived there for a long time remember when Cottage Grove was a dead-end street and walking in the road felt safe. The construction of Grey Meadow Drive brought through traffic, including cut through traffic avoiding traffic calming on Tracy Drive and the difficult intersection of Tracy Drive and North Avenue. There was a lot of discussion about the possibility of restricting access to all but emergency vehicles at the end of Cottage Grove. These issues were outside the scope of this sidewalk study but warrant further conversations with between the City with the potential of conducting a traffic calming study in the future. Due to lack of consensus and high cost of constructing a sidewalk, which would involve relocation of curbs and additional drainage structures, Hoyle Tanner recommends the no build option.

The following is a summary of recommendations and requirements to complete the project that has been collected during public meetings, site investigations, and the alternatives development that should be considered in the design phase of this project:

- Investigate the potential of incorporating traffic calming features such as bump outs at intersections, speed bumps, raised crossings, and mid-block pinch points that would also protect trees into the sidewalk projects.
- Consider planting street trees where possible to provide shade for pedestrians and contribute to traffic calming.
- Investigate the possibility of incorporating water mitigation bioswales when drainage relocation is part of the design.
- During preliminary design, coordination with VTrans Watershed Management Division, Stormwater Program is required to confirm that total impacts do not require an Operational Stormwater Permit or a Construction Stormwater Permit.

This Study has been completed utilizing information available as of December 2024. Design criteria, permitting requirements, field data obtained by Hoyle Tanner and reports or survey information prepared by others, are subject to change. The condition of an existing roadway can change rapidly, or it can be damaged through manmade or natural events that could alter the conclusions reached herein. Therefore, the conceptual design, estimate of construction cost, and conclusions reached in this Study should not be relied upon for an extended period.

APPENDIX A

Local Concerns Meeting Minutes

Attendees:

In Person:

Alyssa Smith (Hoyle Tanner)
Todd Sumner (Hoyle Tanner)
Maddy Suender (City of
Burlington)
Phillip Peterson (City of
Burlington)
Christine Ford (CCRPC)
Johanna Prince
John Carbs

Jim Moody
Patrica Crowley
Emily Canter
Susan Hoxie
Suzy Haas
Tim Looney
Linda Looney
Richard Yee
Christa Carter

Keegan Carter
Mary Harkin
Elaine Riley
Gabriel Courage
Holly Courage
Colin Burch
Stef Burch

Purpose:

The purpose of this meeting was to solicit public input, comments and concerns regarding the installation of new sidewalks and/or pedestrian improvements on Stanbury Road, Green Acres Drive, Cottage Grove and a portion of Loaldo Drive.

Overview:

A. Smith introduces Hoyle Tanner and begins slide presentation. Highlighted streets under consideration (Stanbury Road, Green Acres Drive, Cottage Grove Drive and Loaldo Drive). Scoping Report Schedule. Photos of existing challenges and complications to installing sidewalks. Photos of typical sidewalks in the area. Photos specific to Stanbury, Green Acres and Cottage Grove/Loaldo. A slide regarding proposed Stanbury Road Pedestrian Zone.

Discussion:

Pilot Pedestrian Zone on Stanbury Road

P. Peterson discussed the temporary pedestrian area for Stanbury Road until Nov. 1st and potential for long term insight. Noting that current parking utilization is roughly 5%, therefore reduced parking from this change is not an issue.

QUESTIONS/ COMMENTS CONCERNS:

- Resident: Has this option been considered for other roadways in the area.
- Resident: 25 mph is too fast for the pedestrian zone and other streets, we suggest 15 mph.
 - P. Peterson: the state minimum is 25 mph outside of downtown designated areas.
- Resident: Not having sidewalks beside the street in winter is treacherous. You often end up walking/falling in snow and ice.
 - A. Smith: A dedicated sidewalk would be maintained to prevent this.
- Resident: Regarding the 8ft temporary pedestrian area, there are numerous locations where drainage is not adequate and standing water can reduce the effective width of that section.
 - P. Peterson: getting into the drainage can get very costly.

- Resident: Pedestrians and bikers are funneled into the roadway. A roadway with increased traffic from people avoiding speedbumps. A lane like this on the East side of Stanbury would offer a potentially easier solution than sidewalks.
- Resident: Can you propose speedbumps that were previously voted down (same for Green Acres).
- Resident: Are these decision uniform and different by street?
 - T. Sumner: No, they are site specific.
- Resident (Green Acres intersection with Cottage Grove): I have witnessed two accidents in the last 10 years at my intersection. They both involved young boys on bikes being hit by motorists.

Stanbury Road

QUESTIONS/ COMMENTS CONCERNS:

- Resident: It is hard to comment without knowing the full range of possibles.
 - A. Smith: Options include a paved sidewalk on one or both sides of the street located either on the curb or offset. Bollard sections are an option, but not a focus.
 - M. Suender: It is possible to narrow the roadway in many areas, however minimum street widths need to be upheld to accommodate emergency vehicles.
- Resident: So, these options are partially customizable.
 - T. Sumner: Yes, in terms of where the sidewalk is but not its' size.
- Drivers use Stanbury Road to avoid speed bumps on Staniford Road.
- Resident: I think we need to take a holistic approach...focus on why people are using Stanbury to avoid the speedbumps/bad conditions on other roads.
- Support for sidewalk on east side of the street

Stanbury Road Hearing Plan Markups/Comments

- Extend the current separated sidewalk on the East side of Stanbury Rd to Staniford Rd and add a crosswalk that connects to the existing sidewalk on the North side of Staniford Rd.

Image:



Green Acres Drive

QUESTIONS/ COMMENTS CONCERNS:

- Resident: There is a significant lack of drainage, an increasing impermeable surface area will enhance the effects. Same for Cottage Grove.
 - T. Sumner: Moving the existing curb would likely require changes to the drainage system.
- Resident: I would like to see curb bump outs and a narrowed street. Possibly cut through driveways to avoid more pavement or use permeable concrete.
- Resident: There are many things that would be impacted by expanding a sidewalk beyond the current road.
- Resident: A single sidewalk in the road would be great.
- Resident: Does adding an off-road sidewalk use up some of the impermeable surfaces allowed in our lot?
 - M. Suender: No, that area is within the right of way not in individual lots.
- Resident: How did the study come about?
 - M. Suender: A city-wide survey that identified these streets as potential sites for significant improvement.
- Resident: I count the average number of cars I see driving on my walks (from Green Acres, to Loaldo, and then cottage). It averages 5-6 cars on my short walks (morning, lunch, and evening).
- Resident: Green Acres sees large rushes at peak morning and night hours without much otherwise. Many use this to avoid intersections (the crazy one).
- Resident: Bring back the dead-end road at Green Acres.
- Resident: If it turns into a dead end, we have concerns about the impact of a potential drug haven as there is a "drug house" near the end of this road.

- Residents: Green Acres and North Ave intersection forces slow turns as there are often cars parked on both side of the road here.

Green Acres Hearing Plan Markups/Comments

- A multi-use lane is more inclusive and better maintained for bikes, pedestrians, strollers, and wheelchairs than a sidewalk.
- All way stop signs at all intersections please!
- Parking on one side, shared use lane on the other, and separation for shared use lane. +4 In my opinion looks better than paint too!
- No sidewalk! +1
- Bollards and/or planters +3 and remove parking from both sides or one side of the street.

Drawn Notes:

- Shared use lane on the South side (okay on either side)
- Parking remains on North side
- Periodic Speed tables
- No parking zones close to intersections
- Crosswalk at the intersection of Green Acres and Cottage Grove.

Images:





Cottage Grove/ Loaldo Drive

QUESTIONS/ COMMENTS CONCERNS:

- Resident: I would like to not see a sidewalk built on Cottage Grove.
- Resident: I disagree, I think we need a sidewalk there.
- Resident: A large variety of pedestrians and large trucks avoid lights and go through this neighborhood...there are also people who use this street as a raceway (they can be heard at night).
- Resident: Make Cottage Grove one way east to west, you could add a bike lane and prevent large trucks from using this street.
- Resident: We have experienced issues with people speeding on one-ways in between stop signs where we previously lived.
- Resident: Reducing lane size can reduce speed, one-ways plus narrowing is a cost-effective alternative to using sidewalks as traffic calming devices (cottage grove).
- Resident: The entrance of Loaldo is constantly full (parking wise) making it very hard to turn.
- There is no stop sign at the intersection of Loaldo and Cottage Grove.

- Is there a real concern about adding sidewalks or is it mostly just about traffic calming? I feel comfortable walking currently and see young families with kids doing the same. I have concerns about how close people will be walking by my house, how much driveway I'll lose and lawn space if there is an added sidewalk. This neighborhood has a rural feel, adding sidewalks could take away from the original neighborhood feel many moved here for. Focus on traffic calming and reckless driving instead of sidewalks.
- Resident: Would a sidewalk built into the street help calm traffic and retain lot space.
- Resident (w/ 3 kids on Green Acres): Parking on both sides of the street is an issue (mostly from landscaping company on North Ave parking on our street). I vote to have a painted area on one side of the street (pedestrian area) and parking on the other to limit blind spots behind parked cars. We could survey to see how many people need street parking.
- Resident: I recommend adding a physical boundary, people do not respect paint. A shared use "lane" area is maintained with the road and allows multiple uses of the lane (bikes, pedestrians, dogs) at once, a sidewalk is only enough space for one lane user. People often gather and linger in the sidewalk, preventing other users from passing.
- Resident: Instead of plastic markers, how about temporary curbs with planters for seasonal use.
- Resident: Cottage Grove Drive has areas where drainage does not work. Ponding along curb.
- Resident: Suggested installing a dead end where Grey Meadow and Cottage Grove meet.

Cottage Grove/Loado Drive Hearing Plan Markups/Comments

- Bollards and/or planters +3 and remove parking from both sides or one side of the street.

Drawn Notes:

- Shared use lane on the South side that ties into the sidewalk present at Grey Meadow Dr.
- Parking remains on North side
- Periodic Speed tables
- No parking zones close to intersections
- Crosswalks at the intersection of Green Acres + Cottage Grove and Loado Dr + Cottage Grove

Burlington New North End Sidewalks - Local Concerns Meeting

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Images:



Brief final talk about alternatives:

- Dead end Cottage Grove Road that retains emergency vehicle use
- Loaldo Drive to Cottage Grove: painted lines with bollards (widely supported by others). This will help with the intersection parking issues too.
- Emphasize on maintaining anything that is put in place
- Retaining mobility to a bus stop and for families recreating

General Hearing Plan Markups/Comments

- Have traffic studies been done to determine if sidewalks are needed?

Burlington New North End Sidewalks - Local Concerns Meeting

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- What about all the mature trees that will need to come down? Hotter ... in the summer. +4
- Runoff is bad now. Adding more concrete and removing trees will make it worse. +4
- Many of the yards have gardens and fences that will need to be removed. +4
- All way stop signs on all intersections of Loado, Cottage Grove, Green acres, & Grey Meadow!

APPENDIX B

Survey Results

NNE Sidewalk Scoping Study Survey

This survey is for input regarding the potential addition of sidewalk along one or both sides of Cottage Grove, Green Acres, and Stanbury where it does not currently exist. This input will help us inform our design alternatives for each of these streets which could include a no-build option.

All answers submitted here will be kept confidential.

* Required

1. Please provide your name:

Enter your answer

2. Please provide contact information (email/phone):

Enter your answer

3. Select which streets you would like to see sidewalk on: *

- ☐ Stanbury
- ☐ Green Acres
- ☐ Cottage Grove
- ☐ None

4. What are your concerns with the possibility of sidewalk installation in your neighborhood / on your front lawn? (select all that apply) *

- ☐ Mailbox
- ☐ Utilities

- ☐ Fence
- ☐ Tree
- ☐ Garden
- ☐ Driveway length
- ☐ Grass/lawn space
- ☐ Other

5. If you have a specific concern in front of your house, please leave your address:

Enter your answer

6. Additional notes:

Enter your answer



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Burlington Near North End Sidewalk Scoping Study Survey

ID	Completion time	3. Select which streets you would like to see sidewalk on:	4. What are your concerns with the possibility of sidewalk installation in your neighborhood / on your front lawn? (select all that apply)	5. If you have a specific concern in front of your house, please leave your address:	6. Additional notes:
2	6/24/24 17:42:05	Stanbury;	Driveway length; Grass/lawn space; Tree;		
3	6/24/24 17:42:15	Cottage Grove;	Fence;	XX Loaldo Drive	Street is narrow and people drive too fast. On a narrow street even 25 mph is too fast.
4	6/24/24 17:46:25	Stanbury; Green Acres; Cottage Grove;	Utilities; Fence; Mailbox; Driveway length; Slip/fall liability;	XX Loaldo Drive Burlington	Sewage line impacts—who's liable if construction causes damage
5	6/24/24 18:35:22	Stanbury; Green Acres; Cottage Grove;	No concerns. It's worth it. ;		I am a strong proponent of pedestrian safety, and that means sidewalks. I very much want to see Stanbury have sidewalks.
6	6/24/24 18:35:36	Stanbury; Green Acres; Cottage Grove;	No concerns. It's worth it. ;		I am a strong proponent of pedestrian safety, and that means sidewalks. I very much want to see Stanbury have sidewalks.
7	6/24/24 18:37:07	Green Acres;	Garden; Driveway length; Grass/lawn space; A sidewalk isn't going to solve everyone's concerns about speeding cars. ;		I'm 100% opposed to the idea of a sidewalk. If you want to put some kind of lane on the road or something else in the road, that's fine but I don't want to lose 10ft of my lawn.
8	6/24/24 18:38:27	Stanbury;	Garden; Driveway length; Grass/lawn space; City's ability to maintain additional sidewalks as current sidewalks are in disrepair in the city.;		Seems we are addressing a problem that doesn't exist. "Traffic" is minimal. Cost for additional plowing, repairs, etc. is disproportionate to the perceived "need". Lawns are small as it stands. Unnecessary expense for the city. Drives are short-causing additional problems for winter weather.
9	6/24/24 18:42:58	Stanbury; Green Acres; Cottage Grove;	Driveway length;		I look forward to the additions of sidewalks so that my child can safely walk to school. Thank you!
10	6/24/24 18:43:22	Cottage Grove;	Tree; Driveway length;	XX Green Acres	
11	6/24/24 18:44:46	Stanbury; Green Acres; Cottage Grove;	Driveway length;		Looking forward to solution for safe, protected walking
12	6/24/24 18:47:52	Green Acres;	Tree; Fence; Garden; Driveway length;	We have a very short driveway. If the sidewalk cut into our lawn, it might make it so that our car couldn't fit into our driveway without going onto the sidewalk	Instead of a sidewalk, my preference would be for Green Acres to have one sided parking with bollards as a pedestrian walking space.
13	6/24/24 18:50:10	None;	Utilities; Tree; Garden; Driveway length; Grass/lawn space;		The issue for me on green acres is the speed of cars on the straightaway. I'd like to keep the lawn and tree and garden, they've been carefully tended for years before we purchased our property. A sidewalk would remove yard for whichever side it is built on.
14	6/24/24 18:54:28	Green Acres;	Driveway length; Grass/lawn space; The probability that people will be walking 6' from my windows + that my driveway hardly fits a single car length as is;	XX Green Acres—driveway length	If the concern is to placate speed/traffic concerns rather than designated walking space, I'd be all for speed bumps and/or stop signs, but I vote no on sidewalks. Sidewalks in front yards will remove much of our street's beautiful greenery, shorten some driveways to unusable lengths, bring walkers too close to homes, and remove large portions of the tiny yards we already have. Thank you!
15	6/24/24 18:59:43	Green Acres;	Tree; Driveway length; Grass/lawn space; Garden; Loss of parking, loss of front yard space, addition of impervious surface ;	XX Green Acres	I am completely opposed to this project which is seeking a problem to solve but will create many resulting problems if carried through.
16	6/24/24 19:35:36	Green Acres;	Grass/lawn space; Garden;		I would like to see a sidewalk installed on one side of Green Acres (either side would be acceptable), with the space for it being taken from mostly, if not entirely from the roadway. I personally would be ok with a couple feet of lawn concessions to see this happen, if necessary. Lots of neighbors, including myself, walk up and down Green Acres every day. A dedicated, separated space for walkers is the safe thing to do before someone eventually gets hurt as people drive fast and nowadays are often on their phones driving. I enjoy seeing people's gardens and lawns and would rather see the ample roadway space used for a new sidewalk, as it will keep the green space green and also create traffic calming by narrowing the road. Have parking be on one side of the street only. Thanks

Burlington Near North End Sidewalk Scoping Study Survey

ID	Completion time	3. Select which streets you would like to see sidewalk on:	4. What are your concerns with the possibility of sidewalk installation in your neighborhood / on your front lawn? (select all that apply)	5. If you have a specific concern in front of your house, please leave your address:	6. Additional notes:
17	6/24/24 19:36:15	Green Acres;	Grass/lawn space; Utilities; Fence; Tree; Garden; Driveway length; The sidewalk being too close to people's private homes/windows;		I would be in favor of a sidewalk on one side of the street and also have parking narrowed down to one side of the road. I would want the sidewalk designed to shorten the street space rather than pulling the space from people's lawns, gardens etc.(would be open to giving up a few feet if necessary) I understand this would be costly however, I feel if we could get the proper funding this would be the safest option for the neighborhood. It slows cars, encourages all pedestrians the accessibility and safety to walk/bike etc. to north ave or towards the bike path.
18	6/24/24 19:51:17	None;	Utilities; Fence; Tree; Garden; Driveway length; Grass/lawn space;	Mature red maple that would probably need to come down.	Thank you for listening tonight. I think the issue of traffic goes beyond a fix of a sidewalk. A traffic calming study is as much or more necessary than the sidewalk study. I would be ok with a lined section of the street and bollards for pedestrians. I do not want to see our yards dug up for a sidewalk.
19	6/24/24 21:53:22	None;	Utilities; Tree; Driveway length;	XX Green Acres	I can barely fit our 2 cars in the driveway now and the garage is used for other storage. If you make my driveway shorter I'll be forced to park on the lawn or widen the driveway. This as well as the sidewalk would create more runoff on a street with no drainage.
20	6/24/24 23:17:06	Green Acres;	Utilities; Tree; Garden; Driveway length; Grass/lawn space; Loss of neighborhood feel;		I think a sidewalk on green acres would not serve the wider community as well as a shared use lane would. Not only would a sidewalk be costly to install it would further cause issue with drainage while killing a number of large trees and gardens in our already short front lawns. A fully separate raised sidewalk only serves the segment of the community that can walk well enough on one when it degrades or heaves in 5 years. Something like a separated ped/bike lane and some speed tables would accomplish everything a sidewalk would at a fraction of the cost while serving a wider slice of the community for longer without ongoing maintenance and less upfront costs. If the speed issue can be addressed I think it would go a long way to appeasing the minority that has been asking for a sidewalk.
21	6/25/24 4:34:38	Green Acres;	Garden; Driveway length; Grass/lawn space ;Utilities; Water run off/ heat exposure/ maintenance ;	XX Green Acres	Our street is already lacking good shade cover and is VERY hot in the summer. More concrete would only make that worse while taking away green space that aids in storm drainage. The traffic speed has ceased since the drug house was busted 1 year ago, aside from 1 neighbor that still speeds just to caused trouble. We are not a throw road and do not have a ton of walking or driving traffic. We would benefit more from a project like the Dale st. Trial of converting half the street parking to walking traffic for a safer space for bikes, young kids & dog walkers. Yet at this time I see no need beyond the issue of the drug house traffic that has since been resolved by the police & DEA stepping in to evict the drug house a year ago.
22	6/25/24 9:33:22	Green Acres; Cottage Grove;	Grass/lawn space;		I would like to see a sidewalk going up green acres all the way to the cottage grove intersection, with the sidewalk extending up cottage grove from that intersection toward gray meadow - creating a link to the pre existing sidewalk that ends on grey meadow to this new sidewalk

Burlington Near North End Sidewalk Scoping Study Survey

ID	Completion time	3. Select which streets you would like to see sidewalk on:	4. What are your concerns with the possibility of sidewalk installation in your neighborhood / on your front lawn? (select all that apply)	5. If you have a specific concern in front of your house, please leave your address:	6. Additional notes:
23	6/25/24 21:44:51	Cottage Grove; None;	Driveway length; Grass/lawn space; Tree; Would change the feel of green acres neighborhood ;		We are regular pedestrians on green acres drive and the adjoining streets. We are a family with a wheelchair user we comfortable and confident walking on the road on green acres drive. We would prefer sidewalk and curb cut to crosswalk transitions improvements were done on North Ave toward the shopping plaza as it is a busy street and there are several areas in difficult shape as we have to utilize the sidewalk to get there.
24	6/27/24 7:25:46	None;	Garden; Driveway length; Utilities; Grass/lawn space; Tree;	XX Green Acres Drive	Is there any way to create a walking access solution in the wide street rather than by overtaking peoples' properties? My neighbors and I are feeling like this is not the best option. We would all 100% prefer an in-street solution like a painted bike/walk lane, a protected bike lane, single-side street parking, stop signs and speed bumps. Our main concern is traffic calming or slowing. However, I have resolved in my mind that I'd be willing to sacrifice my front garden that we've worked so hard to create, and parking conveniences in order to improve safe walking access on our street, or on any street for that matter. If it has to be sidewalks or nothing, I won't make a stink. To reiterate, please share an alternative solution to making neighbors get angry at the city and each other by seizing property. At least think about it.
25	6/27/24 18:28:53	Stanbury;	You need a none option ;		Green acres and cottage Grove are extremely low traffic and I have never felt unsafe walking or biking on the shoulder. There is better usage for the funds for refurbishment of existing side walks or bike lanes around the NNE
26	6/29/24 13:22:47	None;	Tree; Grass/lawn space; It seems totally unnecessary?;	I have several mature oak trees that I do not want to lose, including a "specimen tree" identified by the city.	I was quite puzzled when I got the flyer about this idea. It came out of nowhere, from my perspective. I do know there have been some concerns about pedestrian safety on the street, but those seem to relate mostly to some obnoxious driving behavior from a couple individuals in the area who are intentionally trying to intimidate/annoy. I don't see that a major overhaul of the neighborhood that negatively affects many people's yards is a suitable or effective response to that problem.
27	7/10/24 17:17:48	None;	Unnecessary spending of tax payer dollars, whether state, federal, or local. Stop spending!;		I walk 5-6 miles a day in Burlington and generally avoid the sidewalks because of their often poor condition. I will not risk walking or running on icy sidewalks in winter, using the road instead. It is nice that sidewalks are plowed but there are often whole sections that ice over due to poor drainage. I think the plows create trenches. There are often deep grooves where the expansion joints have eroded, creating tripping hazards. How about maintaining the existing sidewalks before adding more? Also, enough is enough! Stop spending!

Burlington Near North End Sidewalk Scoping Study Survey

ID	Completion time	3. Select which streets you would like to see sidewalk on:	4. What are your concerns with the possibility of sidewalk installation in your neighborhood / on your front lawn? (select all that apply)	5. If you have a specific concern in front of your house, please leave your address:	6. Additional notes:
28	7/10/24 18:32:40	Stanbury;	Fence; Tree; Garden; Driveway length; Grass/lawn space;		While a sidewalk seems like the right solution for Stanbury, the bollard divided pedestrian/bicycle space on one side of the road that was discussed at the meeting seems like a much better idea for green acres/cottage grove and eventually loaldo. I would also like to see traffic calming engineering solutions like planter bollards, raised crosswalks, speed bumps/tables etc. For most of us residents, slowing the occasional high speed driver is a much bigger concern on GA/CG than having a fully separate pedestrian walk.
29	7/10/24 19:05:51	Stanbury;	None;		Thank you for asking!
30	7/10/24 19:49:11	Cottage Grove; Green Acres; Stanbury;	Utilities;		
31	7/10/24 22:19:48	None;	Driveway length; Grass/lawn space; There is not enough frontage on Green Acres Dr. for a sidewalk;		There is nothing that slows traffic more than people walking in the road. There is not a lot of traffic on Green Acres Drive to warrant a sidewalk. I have lived on this street for 50+ years and there has never been a safety issue that I am aware of.
32	7/11/24 8:33:22	None;	Utilities; Tree; Grass/lawn space; Fence; Garden;	XX Stanbury Rd	I have an in ground irrigation system that would have to be redone. The large american sycamore that I planted 40 yrs ago would likely be damaged and possibly killed by excavation around its roots. Could the sidewalk be built on the existing asphalt of the road ?
33	7/11/24 15:20:33	None;	Tree; Garden; Driveway length; Grass/lawn space;		On Green Acres, the main issue we see is speed. Some speed mitigation measures would be more welcome than a sidewalk which would disrupt the feel of our neighborhood with many gardens and trees.
34	7/11/24 15:57:04	None;	Tree; Grass/lawn space;	I'm at XX Loaldo Drive, which backs up against Cottage Grove. If the new sidewalk was on the south side of Cottage Grove, then there are many wonderful old oak trees on that side that may be slated for removal which I would hate to see.	Respectfully, I do not see an excessive amount of cars on Cottage Grove, and I don't see a high need for a sidewalk there. I would be more supportive of traffic calming measures, like tree planters or bump outs. As an alternative to the issue, I wonder if concrete barriers at the corner of Cottage Grove and Grey Meadows would be a solution to stop cars, but allow bikers and pedestrians to use that route. On a separate but related note, I do get frustrated by the closed streets that are unconnected to other streets, like Pleasant ave., York, Sunset Cliff Road, Curtis ave., etc. It would be great if those streets could get some kind of pedestrian/bike connection attached to them somehow that would allow walkers and bikers to move more easily throughout the NNE. That could be a huge bonus to walkers and bikers to be able to shortcut around the area. Thank you for taking the time to work on these street issues and improve the livability of the city. Sincerely, Isaac
35	7/11/24 17:44:33	Stanbury;	Grass/lawn space;		
36	7/11/24 17:45:18	Stanbury; Green Acres; Cottage Grove;	Grass/lawn space;		
37	7/11/24 21:01:54	Stanbury; Green Acres; Cottage Grove;	None...right of way exists. Needs of the many outweigh the voices of the few!;		
38	7/11/24 21:05:45	Stanbury;	none;		No concerns--I was responding to say I love the idea! I would love it if all the proposed sidewalks get built.

PUBLIC INPUT MEETING

1. Do the owners own the property up to the curb?
2. If sidewalks were installed, would the city take responsible for any further maintenance such as snow clearing, cracking, i.e., tree root overgrowth?
3. Would property owners get any tax relief from the city taking away square footage of their rightful property?
4. Are you considering adding sidewalks to both sides of the street?

ARGUMENTS/CONS

1. Many homeowners on my street (Green Acres Drive), have ornamental and vegetable gardens growing and thriving in their front yards up to the existing curb.
2. Some of these residents rely on their gardens to grow food they help to distribute to the community, and for their personal businesses.
3. It's not uncommon to see many residents locally and from nearby streets, (that you propose to add unnecessary concrete to), walking their pets on the street with no danger from oncoming traffic since practically every motorist coming down my street hardly exceeds 20 mph.

PRO/FOR

1. LESS runoff from rainfall draining into the streets' sewer system rather than soaking the vegetation being grown for food or curb appeal.
2. NO expense on the city to plow those proposed sidewalks.
3. NO hidden charges or property taxes against owners to install sidewalks. Right??

DON'T FIX WHAT ISN'T BROKEN

From: Madeline Suender <msuender@burlingtonvt.gov>
Sent: Friday, June 14, 2024 7:51 AM
To: Soren [REDACTED]
Subject: RE: NNE Sidewalk Scoping Study

Hi Soren,

Thanks for reaching out. With this effort, those are the exact things we are trying to determine. The sidewalk would be within the City Right of Way. The city has identified these streets for added sidewalk connections and now we are hoping to gain input from the neighborhood to see where this would best fit and what, if any, barriers there are. There are not yet any plans to add this sidewalk, this effort would inform that process and help it progress if there was support. It would be great to hear any concerns you have or support for sidewalks on your street as you mentioned below. We welcome that input at the public meeting which I am glad to hear you plan to attend. If you are unable to attend for whatever reason feel free to email or call me. There will be multiple opportunities to provide feedback.

Regarding your mention of traffic calming – we are aware of traffic calming requests on Green Acres and it is in our queue of traffic calming requests. We will look to coordinate any improvements on the street to keep both of these efforts in mind if they are to both progress.

Thanks,
Maddy

Maddy Suender
Public Works Engineer

Burlington Department of Public Works
645 Pine Street | Burlington, VT 05401
PH: 802-735-5324
MSuender@burlingtonvt.gov

From: Soren [REDACTED]
Sent: Thursday, June 13, 2024 4:57 PM
To: Madeline Suender <msuender@burlingtonvt.gov>
Subject: NNE Sidewalk Scoping Study

You don't often get email from [REDACTED]. [Learn why this is important](#)

[WARNING]: This email was sent from someone outside of the City of Burlington.

Hi Maddy,

I hope you are well. I am reaching out regarding the New North End Sidewalk Scoping Study flyer I received today. I am a resident of Green Acres Drive and I am very hesitant about adding a sidewalk to our street. Without more information about the exact placement of a sidewalk, I cannot give my support to this project.

My main concern is that a sidewalk which leaves the curb and street intact would destroy carefully established landscaping that has been in place for decades. I would lose a beautiful sour cherry tree that was planted well before I purchased my property. My front flower garden would be hugely impacted.

I would much sooner support a project to implement speed bumps in the straightaway on Green Acres Drive. It would slow drivers while leaving lawns as they are. I can only assume it would also be less expensive than constructing a new sidewalk. I plan to attend the public meeting on June 24th, and I hope to hear more about the exact details of the project and how residents would be impacted.

Thank you for your time and consideration.

Warmly, Soren 

Smith, Alyssa M.

From: Madeline Suender <msuender@burlingtonvt.gov>
Sent: Monday, June 24, 2024 3:32 PM
To: Sarah [REDACTED]
Cc: Phillip Peterson
Subject: [External] RE: Sidewalks in the new north end

Hi Sarah,

Thanks so much for reaching out and providing input. I have recorded your comment for support of adding sidewalks and the helpful context you provided. This is just the first public meeting for this project so if you would like the chance to attend a meeting, there will be other opportunities in the future.

Thanks,
Maddy

Maddy Suender
Public Works Engineer

Burlington Department of Public Works
645 Pine Street | Burlington, VT 05401
PH: 802-735-5324
MSuender@burlingtonvt.gov

From: Sarah [REDACTED]
Sent: Saturday, June 22, 2024 10:33 PM
To: Madeline Suender <msuender@burlingtonvt.gov>
Subject: Sidewalks in the new north end

You don't often get email from [REDACTED] [Learn why this is important](#)

[WARNING]: This email was sent from someone outside of the City of Burlington.

Hi Maddy,

I received the flyer about the city starting to look at options for putting sidewalks onto Cottage Grove, Green Acres and Stanbury. I am unable to attend the meeting on Monday so I wanted to pass on my support by email. Before having a kid, I didn't even really notice the lack of sidewalks. Now that I have a young child (age 3) I can't tell you how often over the past three years I have lamented the lack of sidewalks. The New North End is a wonderful place to live for families with lots of great places to visit on foot (playground at Starr Farm, bike path, lake, community gardens at Starr farm, Pingala down the road, even the fire station!) However any time I take my young child out for walks I am continually concerned about traffic since we have to walk on the street. The stretch of Loaldo-Cottage Grove, starting on North Ave and ending at Great Meadows, is a long straight street and unfortunately lots of people speed on this section of road. Also, it's not uncommon to see large tractor trailers or the fire truck coming down our road either. A sidewalk would certainly ease my safety concerns for when I'm out walking with my child.

Thank you for your consideration!

Sarah [REDACTED]

Please note that this communication and any response to it will be maintained as a public record and may be subject to disclosure under the Vermont Public Records Act.

APPENDIX C

Public Informational Meeting Slides and Minutes

Burlington New North End Sidewalk Scoping Study

Alternatives Meeting

November 4, 2024

Hunt Middle School



Trusted Experts | Innovative Results

Sidewalk Scoping Study



- Scope of the Project
 - Assess the possibility of a sidewalk on one or both sides of the street within the study areas
 - No Build alternative also an option
- Purpose of Tonight's Meeting
 - Review Survey Responses
 - Discuss any issues or concerns with possible alternatives
 - Gather feedback to help inform recommended alternative selection

Sidewalk Scoping Study



- Purpose

- To provide a continuous network of pedestrian facilities within the study areas and to improve pedestrian safety.

- Need

- There are currently no pedestrian facilities within the study area. Some surrounding streets have sidewalks, but there are no pedestrian facilities that connect to those sidewalks. Pedestrians walk in the street as there is no other alternative.

Project Schedule (Estimated)



- Study Phase

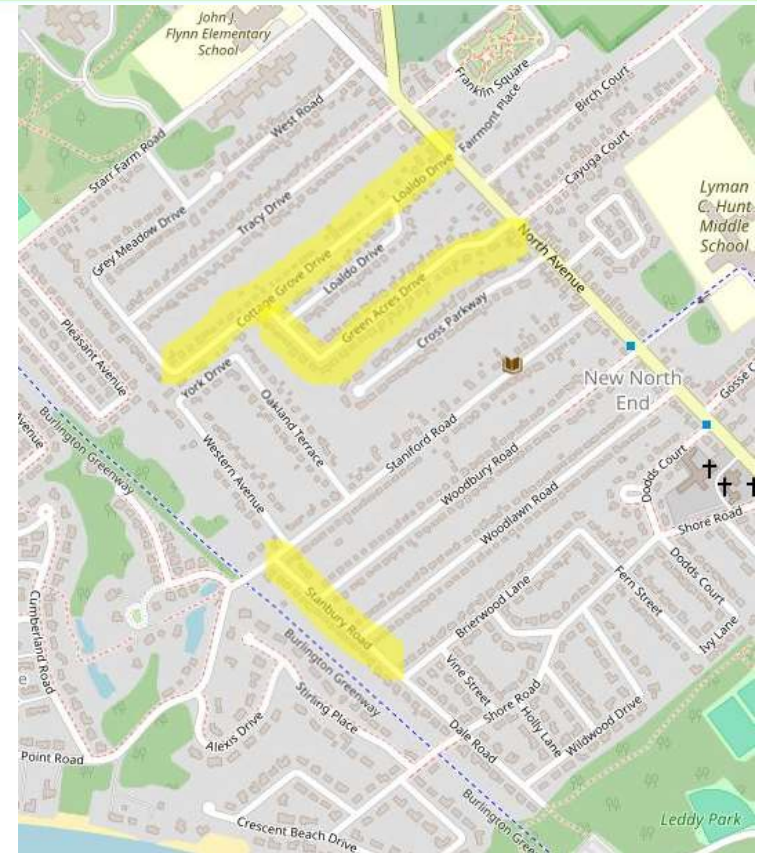
- **May 2024** – Initial Site Visit
- **June 2024** – Local Concerns Meeting
- **November 2024** – Alternatives Presentation (Public Information) Meeting
- **December 2024** – Final Sidewalk Scoping Study



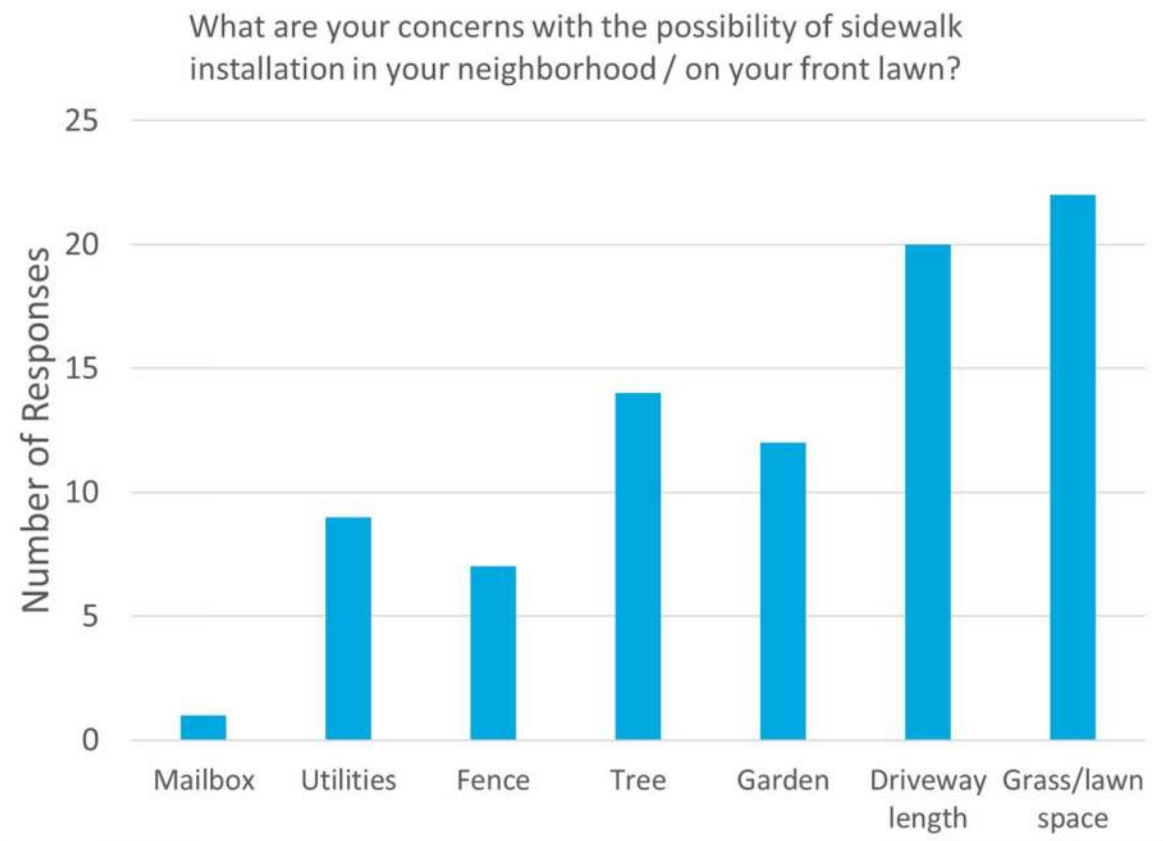
Project Background



- Cottage Grove/Loaldo Drive – from Grey Meadow Drive to North Avenue
- Green Acres Drive – from Cottage Grove to North Avenue
- Stanbury Road – from Staniford Road to Brierwood Lane
- Existing Conditions
 - No sidewalks
 - Posted Speed: 25mph
 - Concrete curbs
 - Variable roadway widths from 26-30 feet
 - Streetlights
 - ROW: 3 Rod Right of Way (24'-9") either side of centerline of road



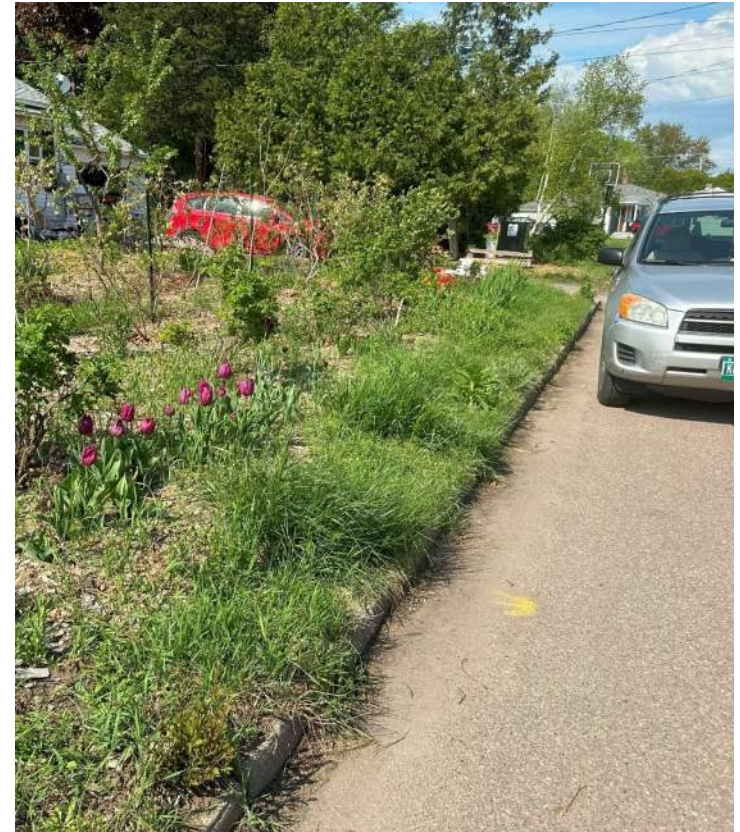
Survey Results – What are your concerns?



Survey Results – What are your concerns?



- Additional Concerns
 - City's ability to maintain additional sidewalks
 - Sidewalk being too close to private homes/windows
 - Loss of neighborhood feel
 - Sidewalk seems unnecessary
 - Addition of impervious surfaces
 - Loss of parking
 - Unnecessary spending of tax dollars
 - Drainage/water run off
 - Don't want a sidewalk



Survey Results – General Comments



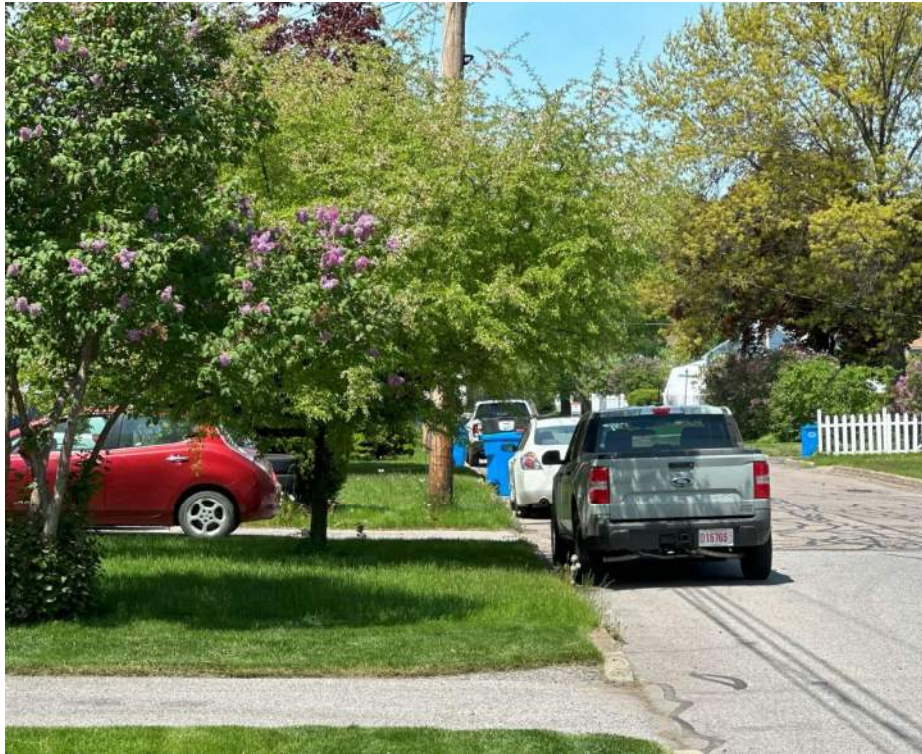
Summary of “Additional Notes”	Number of Responses
Want to see sidewalks	7
Don’t want sidewalks	5
Want a shared pedestrian/bike lane	5
Sidewalks don’t seem necessary	4
Concerned with speeding traffic	4
Concerned how sidewalks would impact my driveway	1
Concerned about sewage line liability	1

Stanbury Road

- Existing Conditions
 - 28 ft wide north of Woodbury, 30 ft wide south of Woodbury
 - Utility poles on west side
 - Existing sidewalk with 3.5 ft grass strip south of Dale Road
 - Catch basins at intersections
 - Access to Burlington Greenway via nearby Staniford Road and Shore Road



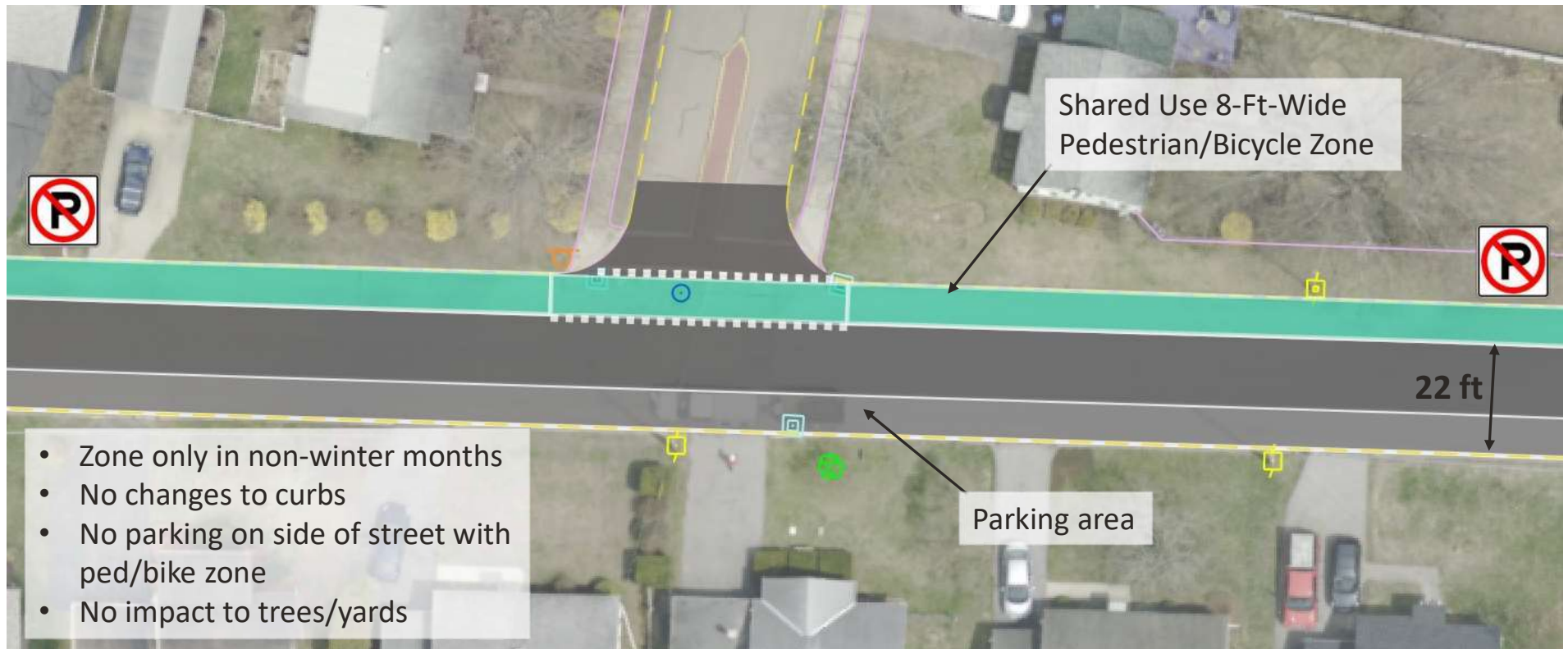
Stanbury Road



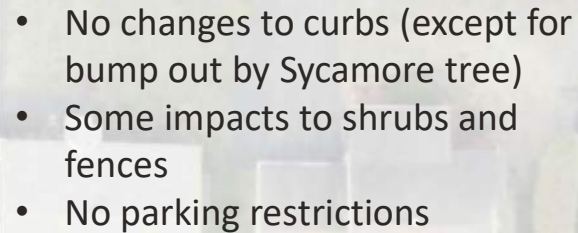
- Concerns/Challenges

- Poor drainage – ponding and slow draining catch basins
- West side has front yards with mature plantings
- East side has a mature sycamore tree near the intersection with Staniford Road

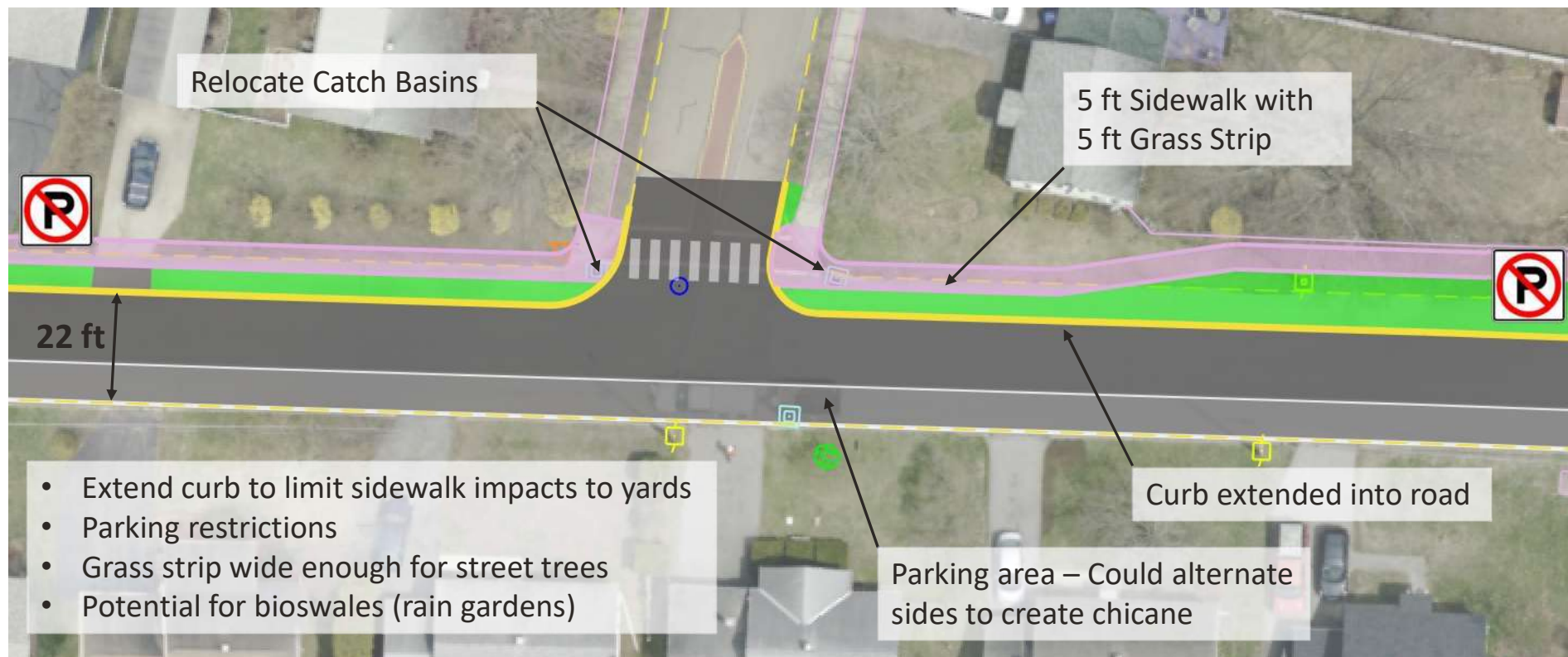
Stanbury Road – Alt 2 – Ped/Bike Zone



**HOYLE
TANNER**



Stanbury Rd – Alt 4 – Sidewalk w/ Curb Extension



Stanbury Road Alternatives Matrix



	Meets Purpose & Need	Bike/Ped Facilities	Other Considerations	Residential Impacts	ROW Impacts
Alternative 1: No Build	No	None	None	None	None
Alternative 2: Painted Ped/Bike Zone	Partial	8' Painted Ped/Bike Lane 22' road	No physical barriers during winter months.	Parking restrictions on east side of road.	None
Alternative 3: Sidewalk behind existing curb	Yes	5' sidewalk 0'-3' grass strip 28' road	Sidewalk bump out at sycamore tree. May need to remove or relocate fence panels.	Loss of front/side yard green space and driveway length. Some shrubs/lilacs may be affected.	Minor: Temporary Impacts
Alternative 4: Sidewalk with relocated curb	Yes	5' sidewalk 0'-3'+ grass strip 22" road	Requires changes to closed drainage system. Opportunity for bioswale.	Some impact to front yard green space and driveway length. Parking restrictions.	Minor: Temporary Impacts

Cottage Grove/Loaldo Drive

- Existing Conditions
 - 26 ft wide road on Cottage Grove
 - 30 ft wide on Loaldo Drive
 - Utility poles on north side
 - Catch basins at intersections
 - South side of Cottage Grove has wooded grass strip 8-19 ft wide

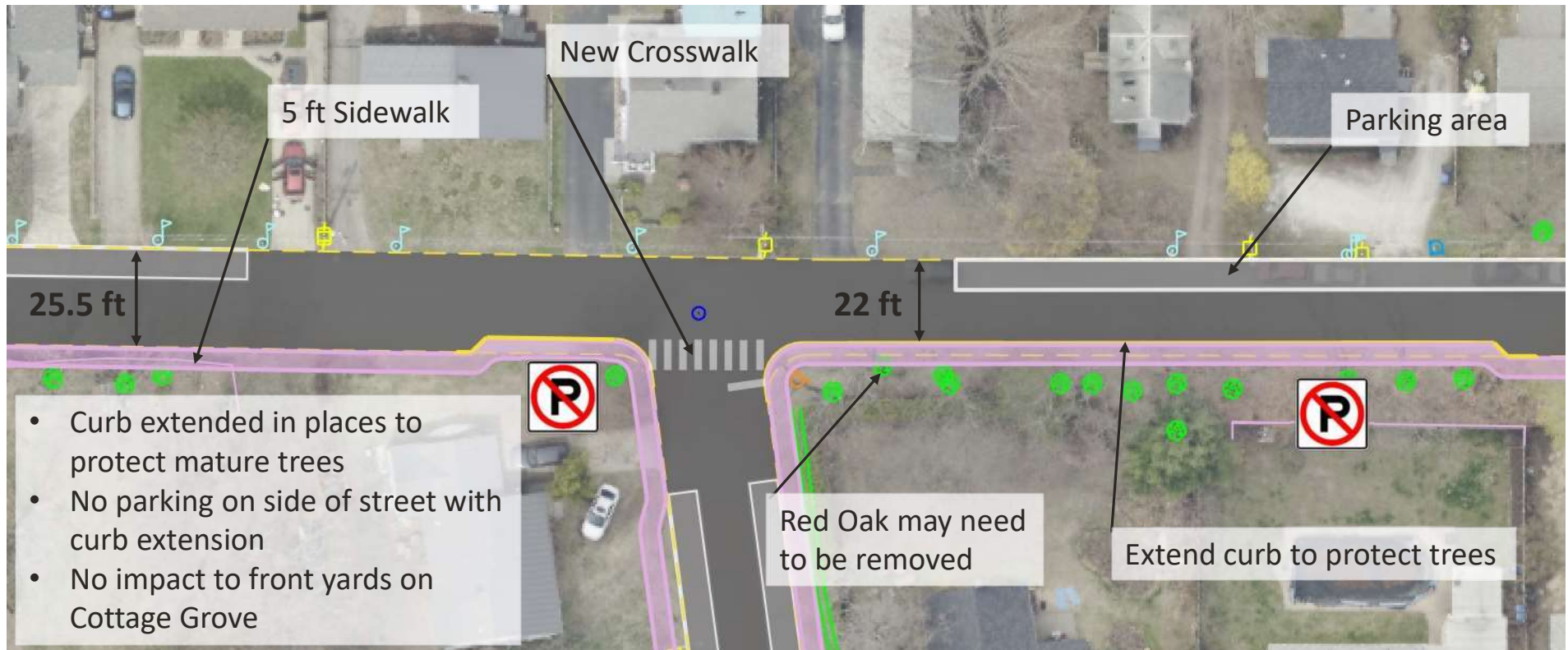


Cottage Grove/Loaldo Drive



- Concerns/Challenges
 - North side of Cottage Grove has mature trees, established gardens, mailboxes and fences
 - Mature trees on south side of Cottage Grove provide character, shade and traffic calming
 - Street used as a cut through
 - Narrow street

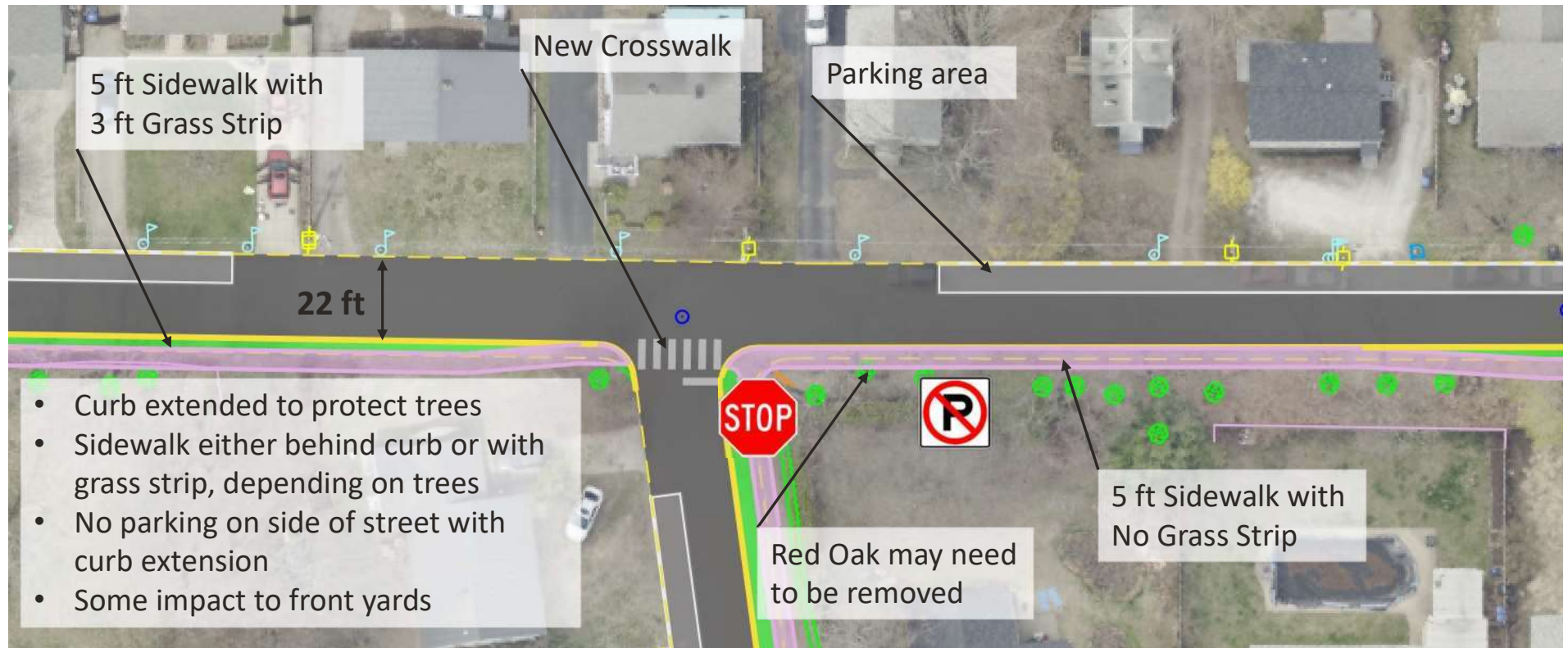
Cottage Grove– Alt 2 – Sidewalk behind curb



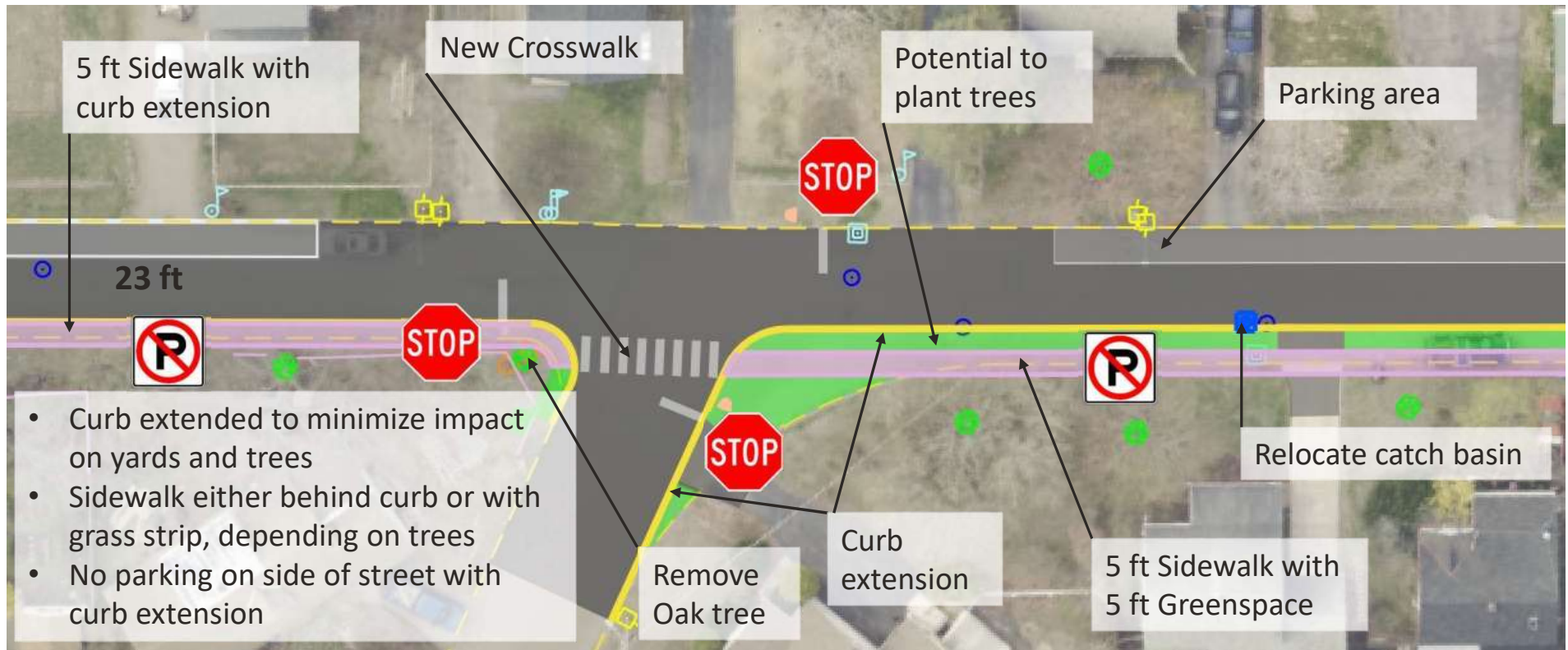
Loaldo Drive– Alt 2 – Sidewalk behind curb



Cottage Grove – Alt 3 – Sidewalk with curb extension



Loaldo Dr – Alt 3 – Sidewalk with curb extensions



Cottage/Loaldo Alternatives Matrix



	Meets Purpose & Need	Bike/Ped Facilities	Other Considerations	Residential Impacts	ROW Impacts
Alternative 1: No Build	No	None	None	None	None
Alternative 2: Sidewalk behind existing curb	Yes	5' Sidewalk 0'-3' grass strip 22-30' road	Loaldo Drive intersection improvements. Sidewalk with curb extensions to preserve trees. Traffic calming pinch point opportunity. Some tree removal.	Tree impacts on Cottage Grove. Loss of front yard and driveway length on Loaldo Drive. Trees in front yards may be impacted.	Minor: Temporary Impacts
Alternative 3: Sidewalk with relocated curb	Yes	5' sidewalk 0'-5' grass strip 22' road	Loaldo Drive intersection improvements. Requires changes to closed drainage system. Some tree removal.	Some impact to front yard green space and driveway length. Parking restrictions.	Minor: Temporary Impacts

*Not enough road width to accommodate a pedestrian/bicycle zone alternative

Burlington NNE Sidewalks

Trusted Experts | Innovative Results

Green Acres Drive

- Existing Conditions
 - 28 ft wide roadway
 - Utility poles on west and south side of the road, crossing to north side near North Avenue
 - 90° bend in road
 - Limited number of catch basins



Green Acres Drive

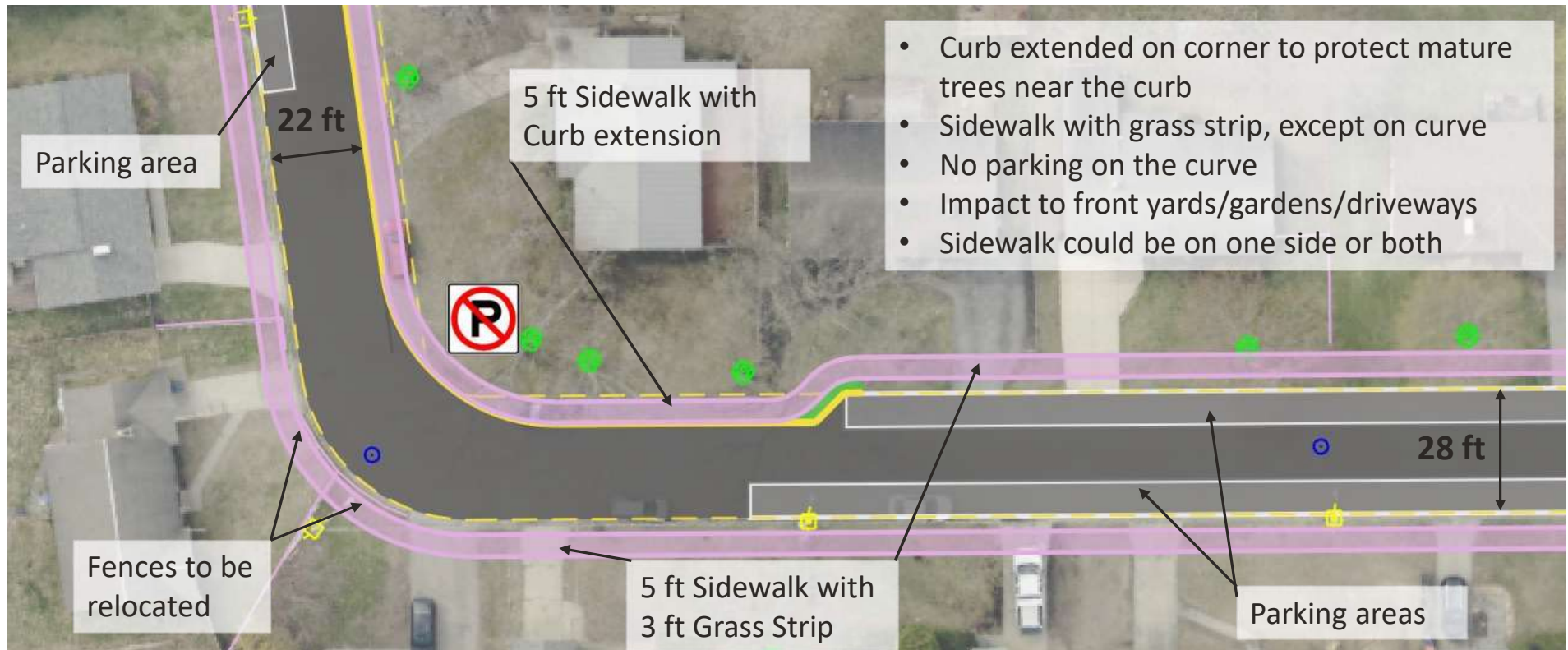


- Concerns/Challenges
 - Large statement trees on corner, adjacent to curb
 - Short driveways
 - Front yard gardens, trees and fences
 - Very little drainage

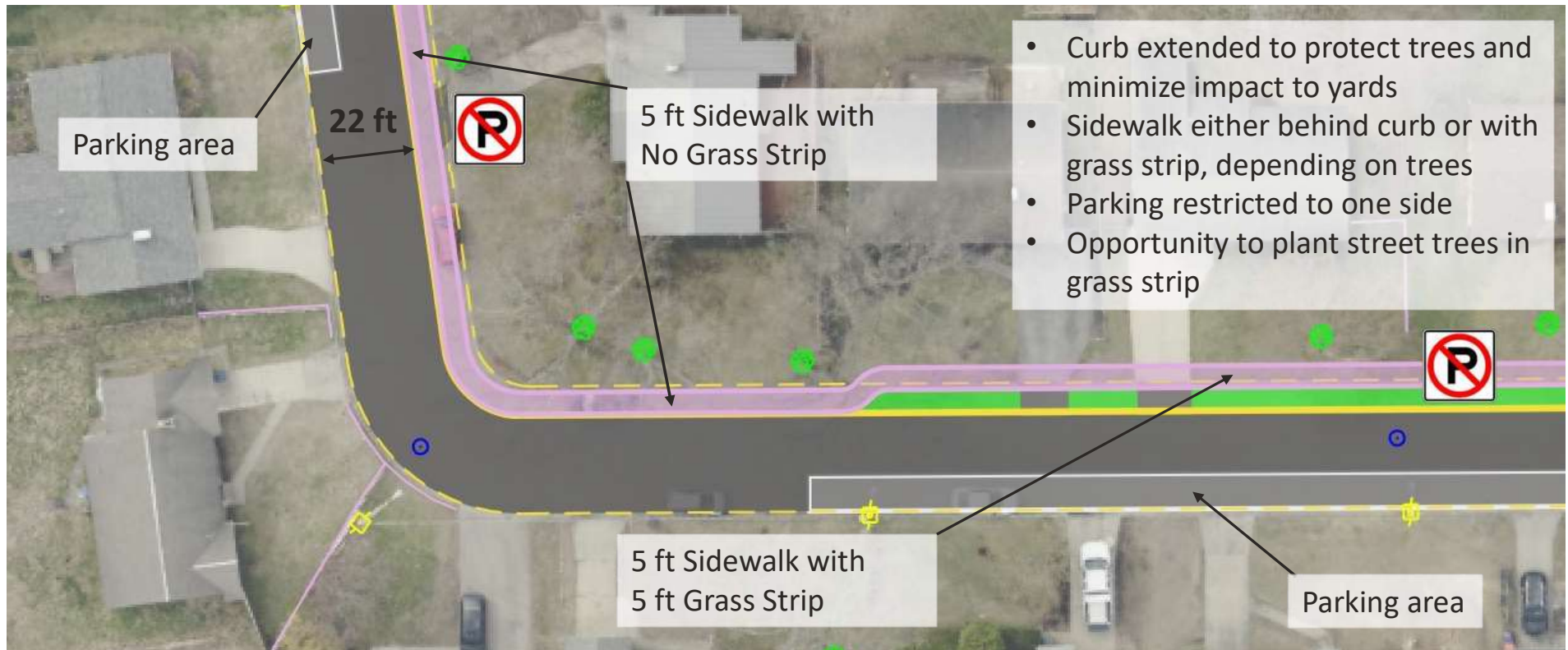
Green Acres – Alt 2 – Pedestrian Zone



Green Acres – Alt 3– Sidewalk behind curb



Green Acres – Alt 4 – Sidewalk w/ curb ext.



Green Acres Alternatives Matrix



	Meets Purpose & Need	Bike/Ped Facilities	Other Considerations	Residential Impacts	ROW Impacts
Alternative 1: No Build	No	None	None	None	None
Alternative 2: Painted Pedestrian Zone	Partial	6' Painted Pedestrian Zone 22' road	No physical barriers during winter months.	Parking restrictions on east side of road.	None
Alternative 3: Sidewalk behind existing curb	Yes	5' Sidewalk 0'-3' grass strip 22-28' road	Sidewalk with curb extensions to preserve trees on corner. Sidewalk could be on either side or both sides.	Loss of front yard and driveway length. Parking restrictions near corner.	Minor: Temporary Impacts
Alternative 4: Sidewalk with relocated curb	Yes	5' sidewalk 0'-5' grass strip 22' road	Requires changes to closed drainage system. Opportunity to plant street trees in grass strip.	Some impact to front yard green space and driveway length. Parking restrictions.	Minor: Temporary Impacts

COMMENTS & CONCERNS

CONTACT

Christine Forde, AICP
Senior Transportation Planner
Chittenden County Regional
Planning Commission
cforde@ccrpcvt.org

Alyssa Smith, EI, RSP1
Technical Lead
asmith@hoyletanner.com



Attendees:

In Person:

Alyssa Smith (Hoyle Tanner)	R. Lloyd	Herb Schroeder
Jon Olin (Hoyle Tanner)	C. Peltier	Rich Ronaldo
Zachary Roussel (Hoyle Tanner)	C. Gidney	Eliana Fox
Maddy Suender (City of Burlington)	J. Murphy	Joanne Kalisz
Phillip Peterson (City of Burlington)	E. Farrell	Brian Haas
Christine Ford (CCRPC)	Lynette Reep	Christa Carter
	Colin Burch	Keegan Carter
	Stephanie Burch	Linda Looney
	Johanna Prince	Tim Looney

Purpose:

The purpose of this meeting was to solicit public input, comments and concerns regarding the installation of new sidewalks and/or pedestrian improvements on Stanbury, Green Acres, Cottage Grove and a portion of Loaldo. At this meeting, the Hoyle Tanner Team, lead by Alyssa Smith presented three alternative options for each location.

Overview:

A. Smith introduces Hoyle Tanner and begins slide presentation. Highlighted streets under consideration include Stanbury Road, Green Acres Drive, Cottage Grove Drive and Loaldo Drive. For each location, alternative 1 was reserved for a “do nothing” option. Alternatives 2, 3 and 4 were discussed within the presentation for each location.

Discussion:

Stanbury Road

Alternative 2:

Resident*: How would cones be maintained for a pedestrian/bicycle zone during the winter?

A. Smith: They wouldn't be. This would be a seasonal proposal for the cones.

Resident: What about using planters or bollards? Orange cones are an eye sore.

M. Suender: This can be explored further.

A. Smith: We agree they can be an eye sore. There is more to discuss if this is the chosen alternative.

Resident: I have concerns with the bike lane making the road essentially 1-lane. With the road being so long, it makes waiting times long when cars are parked along the street. I think people generally liked having the dedicated walking and biking zone.

P. Peterson: This is an example of a yield street. In the end, it is a strategy to slow people down.

* In order to establish anonymity, resident names were not recorded are omitted from the discussion section.

Resident: In this area, speed is a huge issue. I think if the speed issue can be solved, the proposed sidewalk may not be needed.

A. Smith: If money is limited, traffic calming could be given priority.

Resident: It sounds like this is more a traffic calming project than a sidewalk project.

M. Suender: After these past few meetings, that has become more evident. Getting feedback like this will aid the city in grant applications to get traffic studies done in the future.

Resident: Can speeds be monitored from the temporary traffic signs that display speed?

M. Suender: Yes, and this has been done in the city, but results show averages around the speed feedback sign.

Resident: Is it in the city charter to have a sidewalk on every street?

P. Peterson: Not sure that it's in the city charter, but it is a goal.

Resident: With the schedule as presented ending in December, will this meeting advise the decision.

A. Smith: The short answer is yes, but the selectboard and representatives from the city will make the final decision. But, things take a while to actually get built, so there will be more time submit comments.

Alternative 3

Resident: Would the cost to move a fence or shrub fall on the homeowners?

A. Smith: The cost would be covered by the city and within the project budget.

Resident: Would any property lines change?

A. Smith: Everything that has been proposed is within the city ROW.

Resident: Concern with upkeep of sidewalks adjacent to green strips and eventually ponding after the sidewalks have shifted.

Alternative 4

Resident: I don't think have a green strip is worth having a one-lane road.

A. Smith: The green strip serves as both a natural barrier and a storage area for both stormwater and snow. It serves an important function beyond just making the area look more "natural"

Resident (Green Acres): People on Green Acres are not concerned with safety while walking in the street.

Resident: Opposed to sidewalks considering the condition of sidewalks in more heavily traveled areas (ex. North Ave).

Resident: There should really be a bigger conversation about traffic calming on Stabury Road before the sidewalk discussion occurs.

J. Olin: The survey will still be open to give more feedback on these sorts of issues.

Resident: I perceive many issues with pedestrian use of Stanbury road.

- I am in favor of a sidewalk with a green strip. Cars move way to fast on this road and cut through from other streets. Especially when walking in the dark, visibility of pedestrians is not great. The traffic calming efforts on Staniford haven't really helped.
- Concerns of water pooling along the edges of Stanbury. The edges freeze in the winter making walking along the edge of the road dangerous. Most people prefer to walk in the middle of the road where it is less icy.
- I am not in favor of the cones as a temporary barrier. It makes driving more difficult and the cones don't make me feel safe.

A.Smith: Especially with it getting dark so early now, walking is even more dangerous in non-lit areas.

P. Peterson: There has been some discussion about replacing the cones with bollards or planters one day.

Cottage Grove

Alternative 2

Resident: people don't often park on the South side of Cottage Grove.

Resident: What did this street look like historically?

A. Smith: This street used to be a dead-end.

Resident: The proposed 14' travelway, is that enough space for 2-way traffic?

A. Smith P. Peterson: Yes, 2-way traffic will be maintained

Resident: A big problem currently is that some of the stop signs in the area are covered by trees. Drivers don't even know they have to stop.

P. Peterson: The thing about stop signs is that a warrant analysis needs to be done, even to install the proposed signs as shown.

Resident: it sounds like the cheapest solution is to transition cottage grove back to a dead end.

Resident: The Tracy Drive and Plattsburg Avenue intersection is blame for a lot of the issues in this neighborhood.

Alternative 3

Resident: The people who own the corner house have campers that likely wouldn't fit with the proposed changes.

Green Acres

Resident: Not only do residents have gardens in their front yards, some people have working gardens that they use for their businesses. Not in favor of removing these people's gardens/farms.

Resident: Since our neighborhood was built in the 50s, a lot of our cars don't fit in our garages. We have concerns about the lost parking on the street and in driveways.

Resident: People are generally not in favor of sidewalks around the neighborhood, but we are in favor of a temporary pedestrian zone for warmer months.

Resident: The street parking is only intermittently used and is not in use heavily now. Concerns with reduction of driveway size for winter parking bans since there's no close garage.

Resident: Concerns with sidewalks adjacent to trees.

M. Suender: The city arborist will be consulted on all things adjacent to trees.

APPENDIX D

Conceptual Plans

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LEGEND:

PROPOSED SIDEWALK

PROPOSED PEDESTRIAN ZONE

PROPOSED GREEN SPACE

PROPOSED PAVED APRON

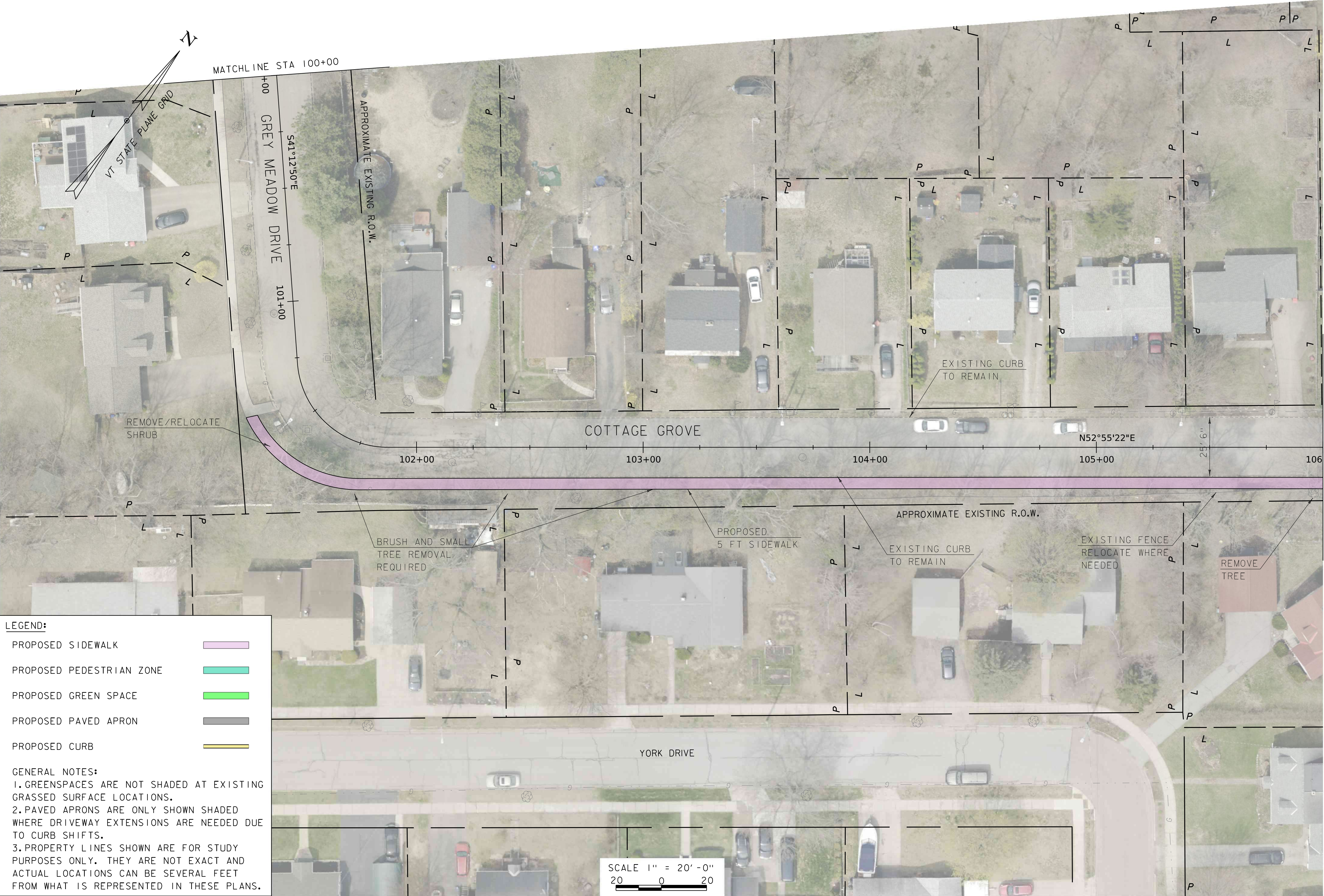
PROPOSED CURB

GENERAL NOTES:

1. GREENSPACES ARE NOT SHADED AT EXISTING GRASSED SURFACE LOCATIONS.

2. PAVED APRONS ARE ONLY SHOWN SHADED WHERE DRIVEWAY EXTENSIONS ARE NEEDED DUE TO CURB SHIFTS.

3. PROPERTY LINES SHOWN ARE FOR STUDY PURPOSES ONLY. THEY ARE NOT EXACT AND ACTUAL LOCATIONS CAN BE SEVERAL FEET FROM WHAT IS REPRESENTED IN THESE PLANS.



NINE SIDEWALK STUDY

FILENAME

21_120006_09bdr_1ay

DESIGNER

AMS

DRAWN

LSB

CHECKED

JAO

SCALE

AS SHOWN

DATE

DECEMBER 2024

CITY OF BURLINGTON

BURLINGTON, VERMONT

NEW NORTH END SIDEWALKS

PROJECT NO. 21.120006.09

FIGURE

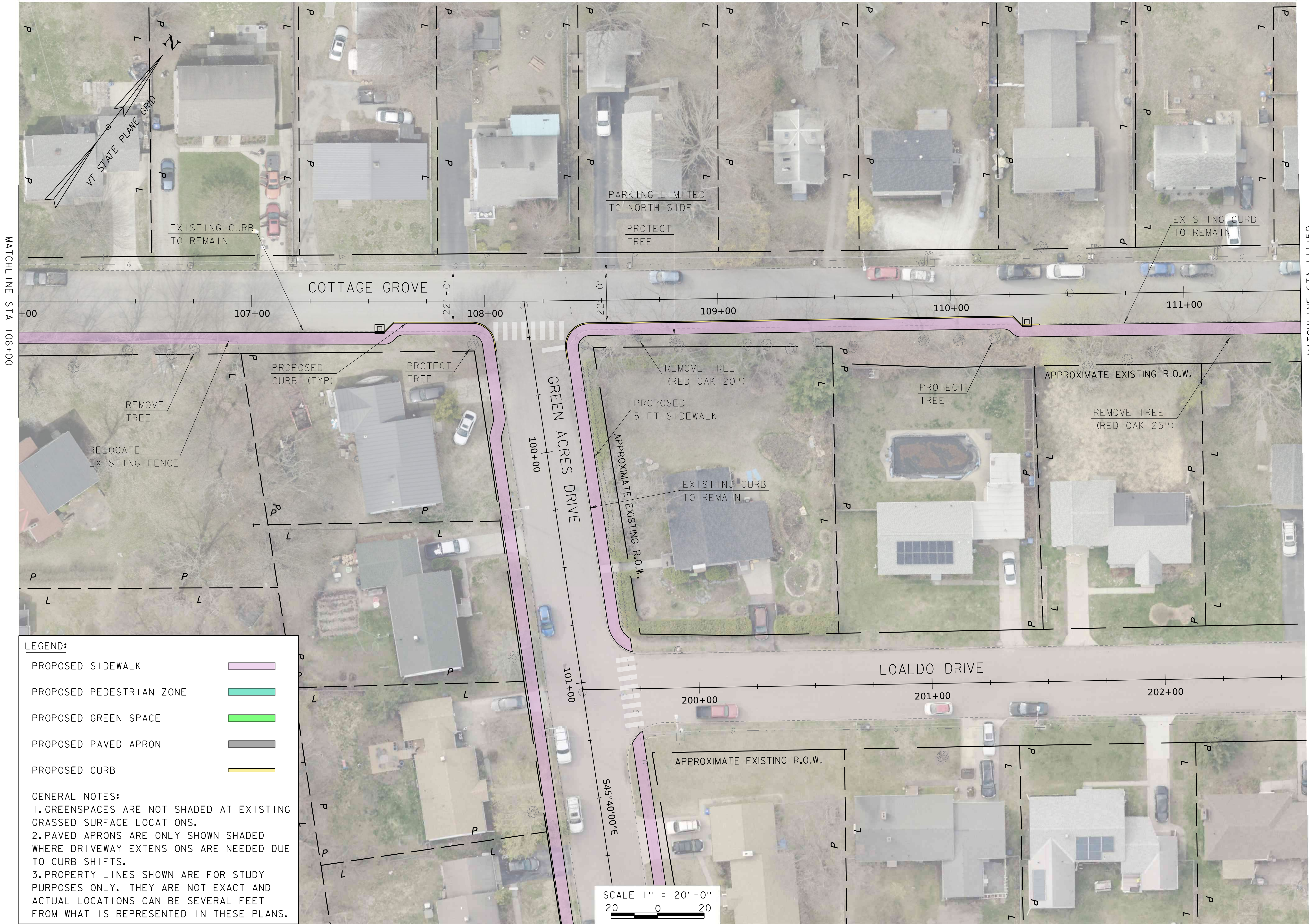
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FIGURE 1 OF 29

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1/28/2025 9:48:33 AM V:\1_PROJECTS\OCRPC-VT121_120006_09-CORPC-Burlington-North-End-Sidewalks\2-CADD\0-Plans\2112006.09bdt_lev.dgn



LEGEND:

- PROPOSED SIDEWALK
- PROPOSED PEDESTRIAN ZONE
- PROPOSED GREEN SPACE
- PROPOSED PAVED APRON
- PROPOSED CURB

GENERAL NOTES:
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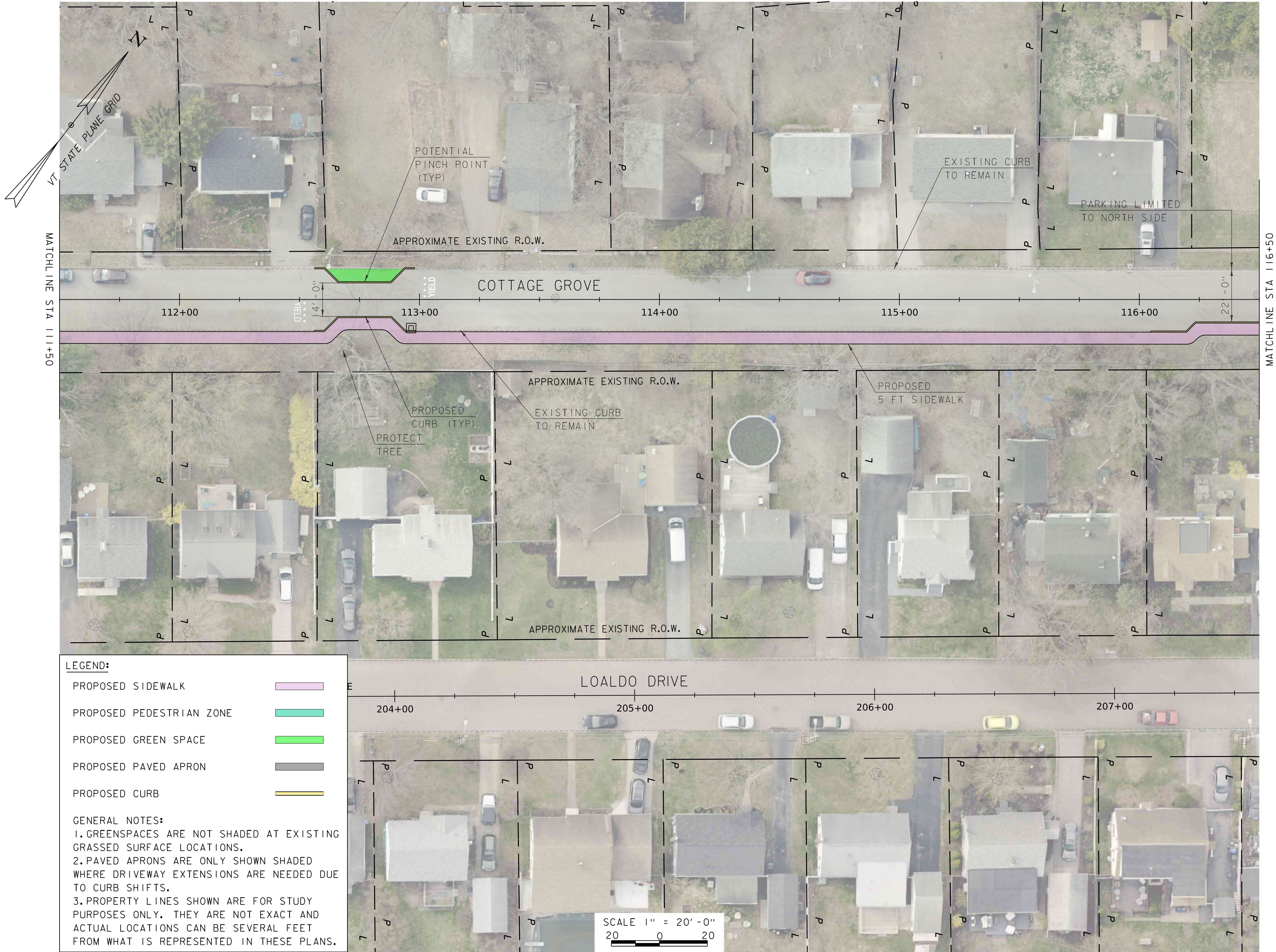
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CITY OF BURLINGTON
BURLINGTON, VERMONT
NEW NORTH END SIDEWALKS
COTTAGE GROVE ALTERNATIVE 2 (SHEET 2 OF 4)

NINE SIDEWALK STUDY				
FILENAME	DESIGNER	DATE	CHECKED	DATE
21120006.09bdt_lev	AMS	21.12.2006	LSB	JAO
PROJECT NAME	DRAWN	SCALE	CHECKED	DATE
all2Cottage(2014)	LSB	AS SHOWN	AS SHOWN	DECEMBER 2024

PROJECT NO. 21.120006.09
FIGURE
2
FIGURE 2 OF 29



LEGEND:

- PROPOSED SIDEWALK
- PROPOSED PEDESTRIAN ZONE
- PROPOSED GREEN SPACE
- PROPOSED PAVED APRON
- PROPOSED CURB

GENERAL NOTES:

1. GREENSPACES ARE NOT SHADED AT EXISTING GRASSED SURFACE LOCATIONS.
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SCALE 1" = 20' - 0"
20 0 20

CITY OF BURLINGTON

BURLINGTON, VERMONT

NEW NORTH END SIDEWALKS

PROJECT NO. 21.120006.09

FIGURE

3

FIGURE 3 OF 29

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NINE SIDEWALK STUDY

FILENAME21.120006.09bdt_1a

DESIGNERAMS

MODEL NAMEa12Cottage(304)

DRAWNLSB

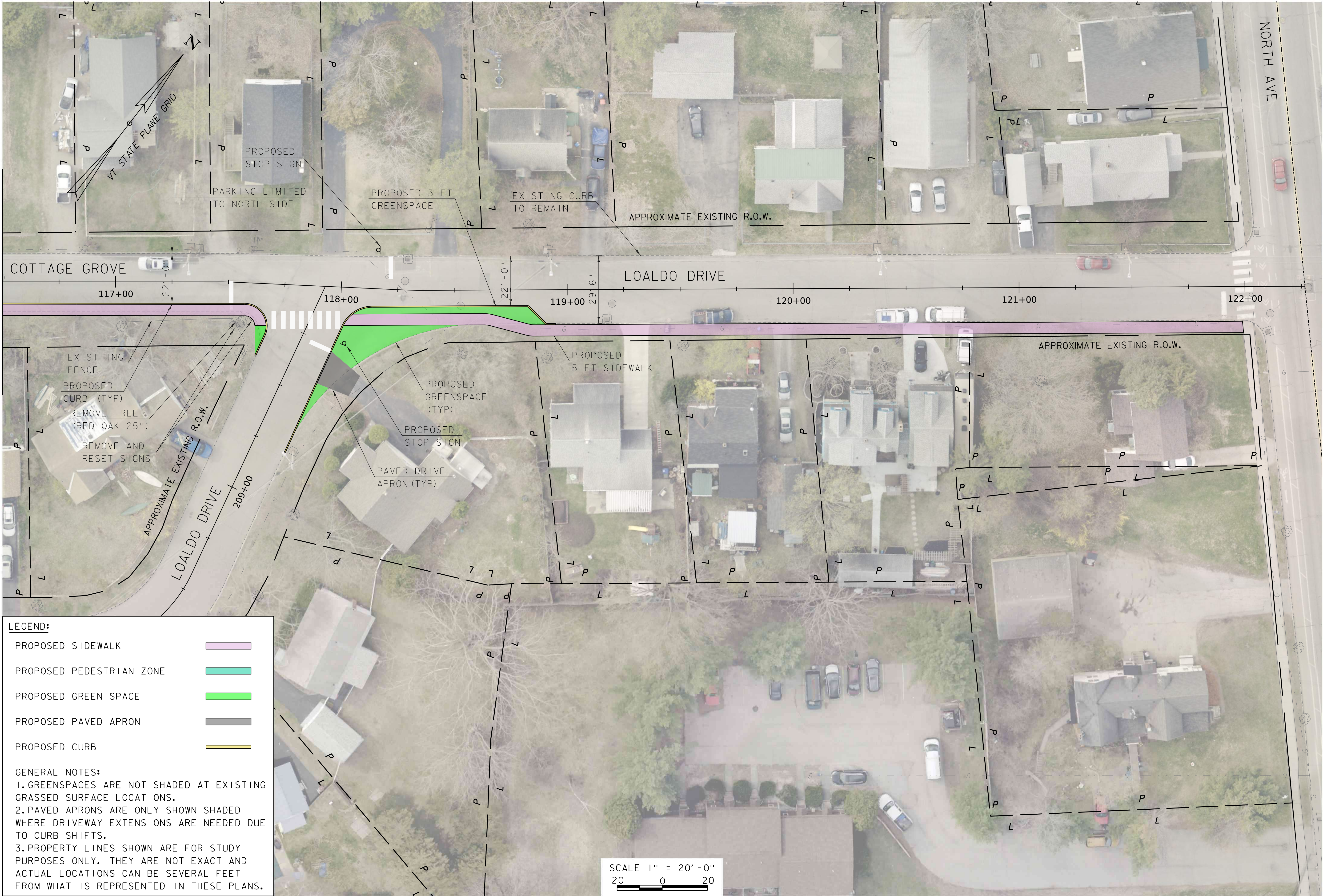
SCALEAS SHOWN

CHECKEDJAO

DATEDECEMBER 2024

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MATCH LINE STA 116+50



LEGEND:

- PROPOSED SIDEWALK
- PROPOSED PEDESTRIAN ZONE
- PROPOSED GREEN SPACE
- PROPOSED PAVED APRON
- PROPOSED CURB

GENERAL NOTES:
1. GREENSPACES ARE NOT SHADED AT EXISTING GRASSED SURFACE LOCATIONS.
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SCALE 1" = 20'-0"
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NINE SIDEWALK STUDY					
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NOTED NAME	PROJECT NAME	PROJECT NUMBER	SCALE	DATE	DATE
all2Cottage(404)	all2Cottage(404)	all2Cottage(404)	AS SHOWN	DECEMBER 2024	DECEMBER 2024



**HOYLE
TANNER**

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CITY OF BURLINGTON
BURLINGTON, VERMONT
NEW NORTH END SIDEWALKS
COTTAGE GROVE ALTERNATIVE 2 (SHEET 4 OF 4)

1/28/2025 9:48:33 AM V:\1_PROJECTS\ICORPC-VT\21_120006_09-CORPC-Burlington-North-End-Sidewalks\2-CADD\IC-Plans\21_12006_09bdr_1ay.dgn

LEGEND:

PROPOSED SIDEWALK

PROPOSED PEDESTRIAN ZONE

PROPOSED GREEN SPACE

PROPOSED PAVED APRON

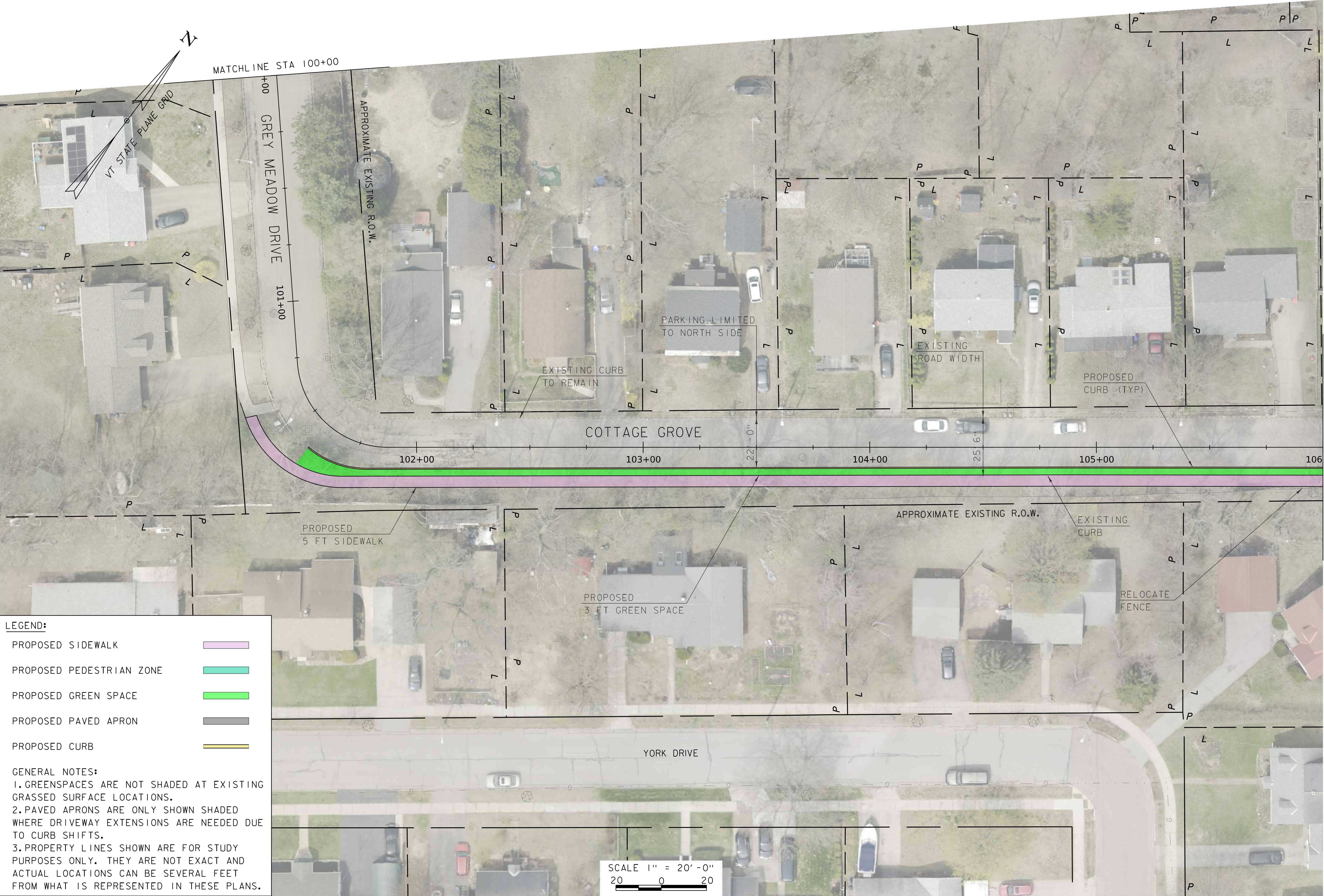
PROPOSED CURB

GENERAL NOTES:

1. GREENSPACES ARE NOT SHADED AT EXISTING GRASSED SURFACE LOCATIONS.

2. PAVED APRONS ARE ONLY SHOWN SHADED WHERE DRIVEWAY EXTENSIONS ARE NEEDED DUE TO CURB SHIFTS.

3. PROPERTY LINES SHOWN ARE FOR STUDY PURPOSES ONLY. THEY ARE NOT EXACT AND ACTUAL LOCATIONS CAN BE SEVERAL FEET FROM WHAT IS REPRESENTED IN THESE PLANS.



NINE SIDEWALK STUDY

FILENAME

DESIGNER

MODEL NAME

PROJECT NAME

SCALE

AS SHOWN

DATE

21_12006_09bdr_1ay

AMS

all3 Collapsed (1 of 4)

LSB

CHECKED

JAO

DECEMBER 2024

CITY OF BURLINGTON

BURLINGTON, VERMONT

NEW NORTH END SIDEWALKS

HOYLE
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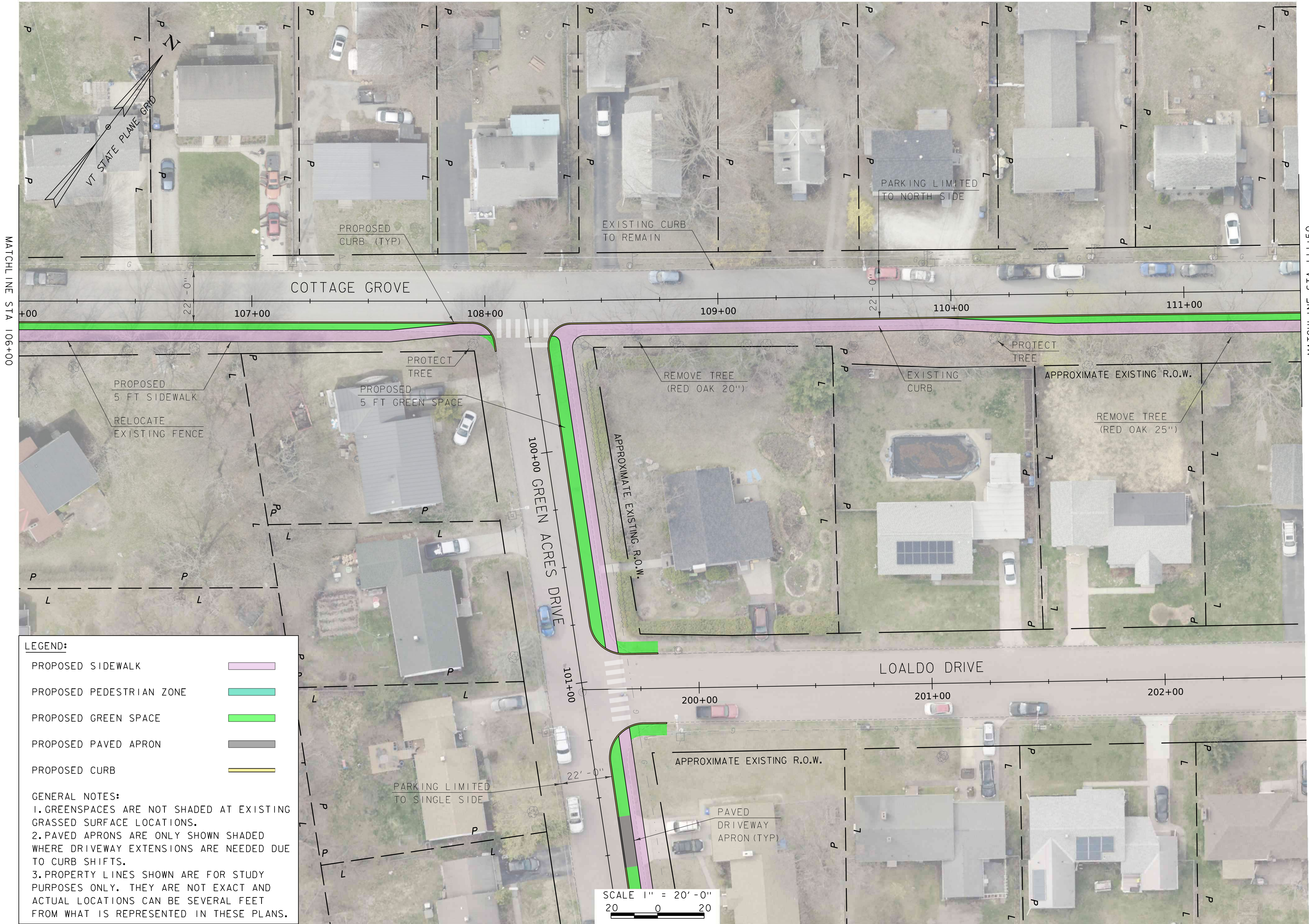
PROJECT NO. 21.120006.09

FIGURE

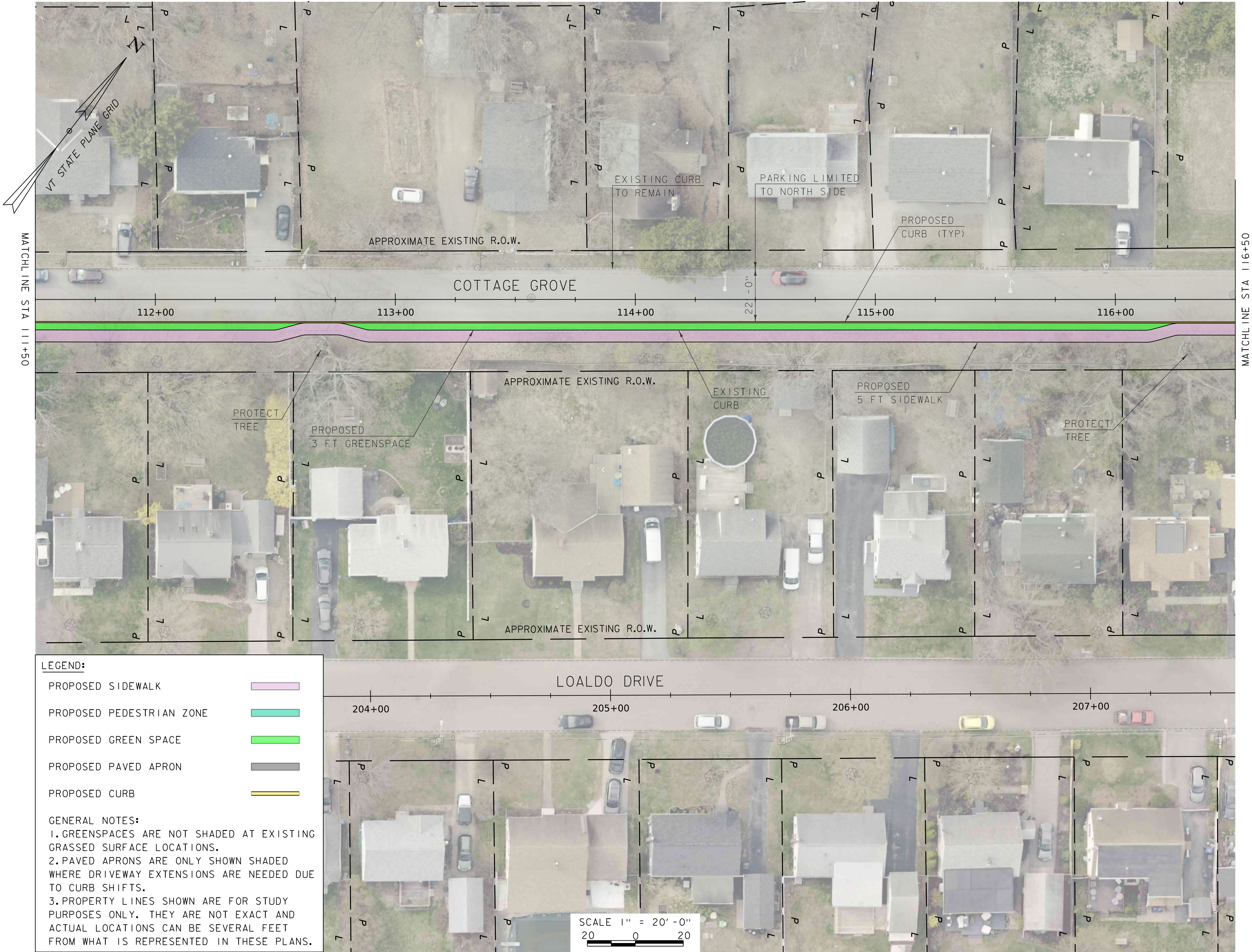
5

FIGURE 5 OF 29

1/28/2025 9:49:52 AM V:\1_PROJECTS\OCRPC-VT121_120006_09-CORPC-Burlington-North-End-Sidewalks\2-CADD\0-Plans\2112006.09bdr_lay.dgn



CITY OF BURLINGTON BURLINGTON, VERMONT NEW NORTH END SIDEWALKS		PROJECT NO. 21.120006.09 FIGURE 6 FIGURE 6 OF 29	
COTTAGE GROVE ALTERNATIVE 3 (SHEET 2 OF 4)		HOYLE TANNER 125 College Street, 4th Floor • Burlington, VT 05401 (802) 860-1331 • www.hoyletanner.com	
NINE SIDEWALK STUDY		FILENAME 21.12006.09bdr.la	DESIGNER AMS
		MODEL NAME all3Cottage(2014)	DRAWN LSB
		SCALE AS SHOWN	CHECKED JAO
		DATE DECEMBER 2024	

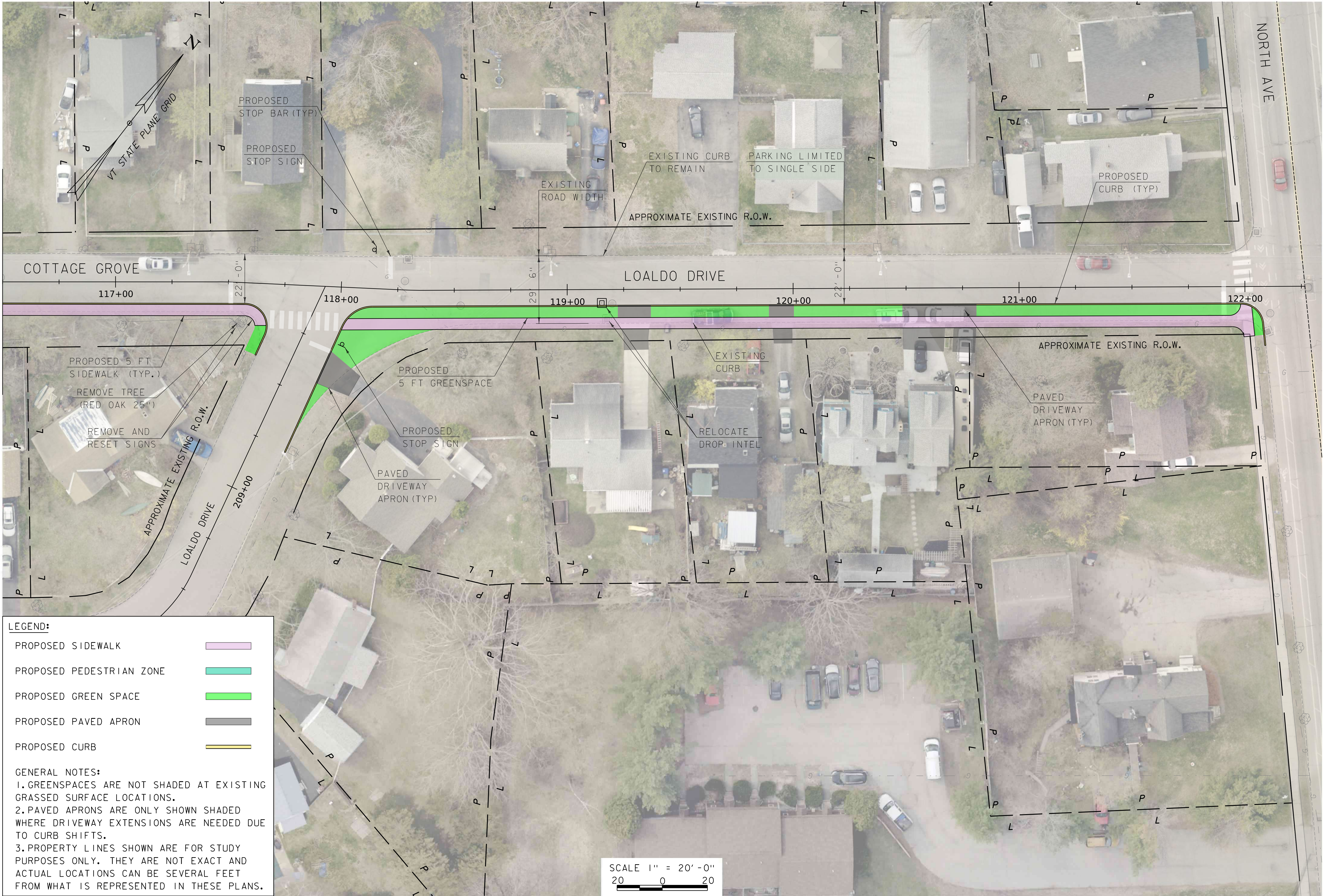


CITY OF BURLINGTON BURLINGTON, VERMONT NEW NORTH END SIDEWALKS		NNE SIDEWALK STUDY	
PROJECT NO. 21.120006.09		FILENAME 21.12006.09bdr.la	DESIGNER AMS
FIGURE 7		MODEL NAME all3Cottage(304)	DRAWN LSB
FIGURE 7 OF 29		SCALE AS SHOWN	CHECKED JAO
		DATE DECEMBER 2024	

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COTTAGE GROVE ALTERNATIVE 3 (SHEET 3 OF 4)

MATCH LINE STA 116+50



LEGEND:

- PROPOSED SIDEWALK
- PROPOSED PEDESTRIAN ZONE
- PROPOSED GREEN SPACE
- PROPOSED PAVED APRON
- PROPOSED CURB

GENERAL NOTES:

- GREENSPACES ARE NOT SHADED AT EXISTING GRASSED SURFACE LOCATIONS.
- PAVED APRONS ARE ONLY SHOWN SHADED WHERE DRIVEWAY EXTENSIONS ARE NEEDED DUE TO CURB SHIFTS.
- PROPERTY LINES SHOWN ARE FOR STUDY PURPOSES ONLY. THEY ARE NOT EXACT AND ACTUAL LOCATIONS CAN BE SEVERAL FEET FROM WHAT IS REPRESENTED IN THESE PLANS.

SCALE 1" = 20'-0"
20 0 20

NINE SIDEWALK STUDY					
FILENAME	DESIGNER	AMS	DRAWN	CHECKED	JAO
2112006.09bdr.lay	AMS	AMS	LSB	LSB	JAO
MODEL NAME	all3Cottage(404)				
SCALE	AS SHOWN				
DATE	DECEMBER 2024				



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NEW NORTH END SIDEWALKS
COTTAGE GROVE ALTERNATIVE 3 (SHEET 4 OF 4)

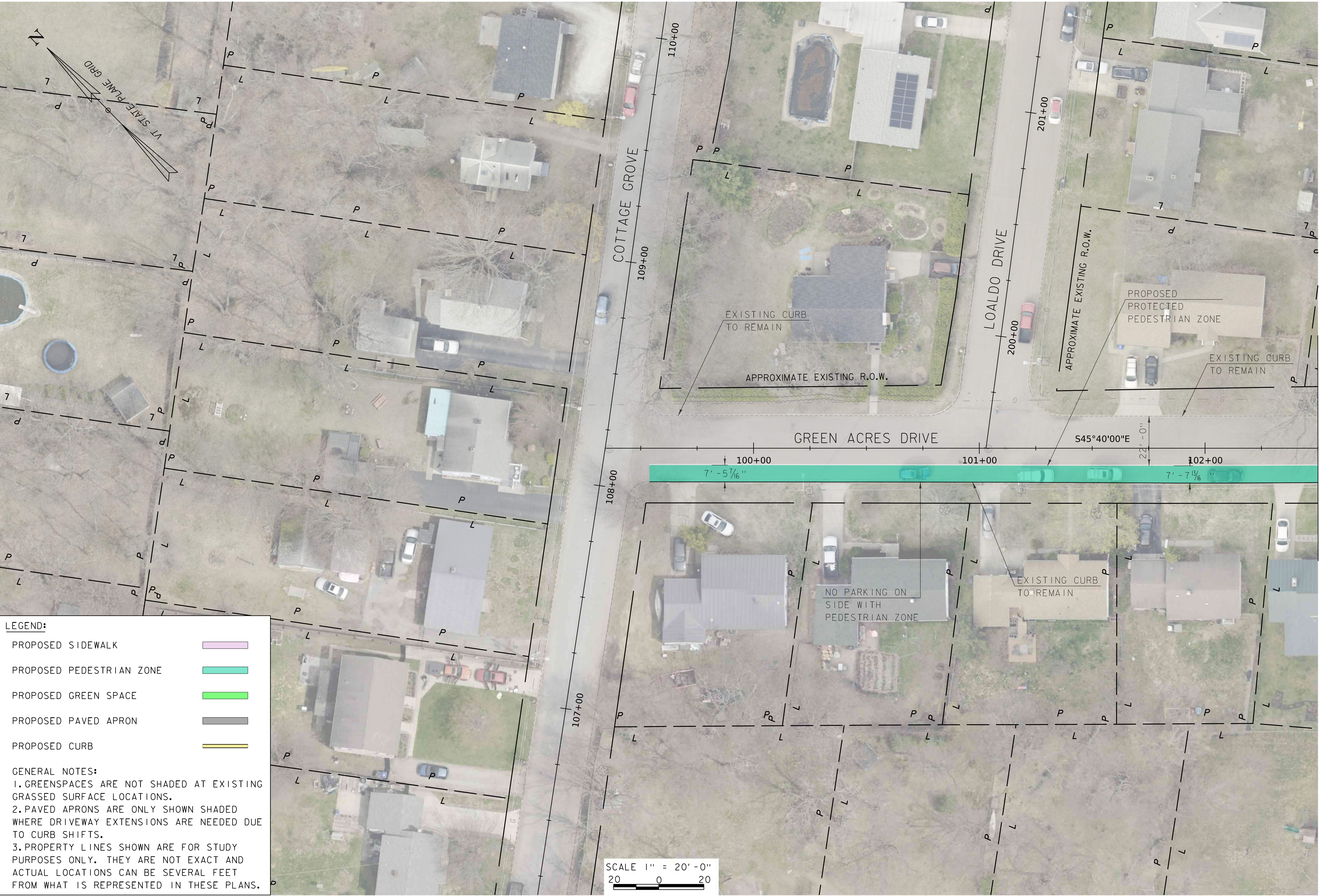
PROJECT NO. 21120006.09

FIGURE

8

FIGURE 8 OF 29

1/28/2025
9:50:52 AM
V:\1_PROJECTS\OCRPC-VT121_120006_09-CORPC-Burlington-North-End-Sidewalks2-CADD\0-Plans\211_12006_09bdt_1ay.dgn



LEGEND:

PROPOSED SIDEWALK

PROPOSED PEDESTRIAN ZONE

PROPOSED GREEN SPACE

PROPOSED PAVED APRON

PROPOSED CURB

GENERAL NOTES:

1. GREENSPACES ARE NOT SHADED AT EXISTING GRASSED SURFACE LOCATIONS.

2. PAVED APRONS ARE ONLY SHOWN SHADED WHERE DRIVEWAY EXTENSIONS ARE NEEDED DUE TO CURB SHIFTS.

3. PROPERTY LINES SHOWN ARE FOR STUDY PURPOSES ONLY. THEY ARE NOT EXACT AND ACTUAL LOCATIONS CAN BE SEVERAL FEET FROM WHAT IS REPRESENTED IN THESE PLANS.

MATCHLINE STA 102+50

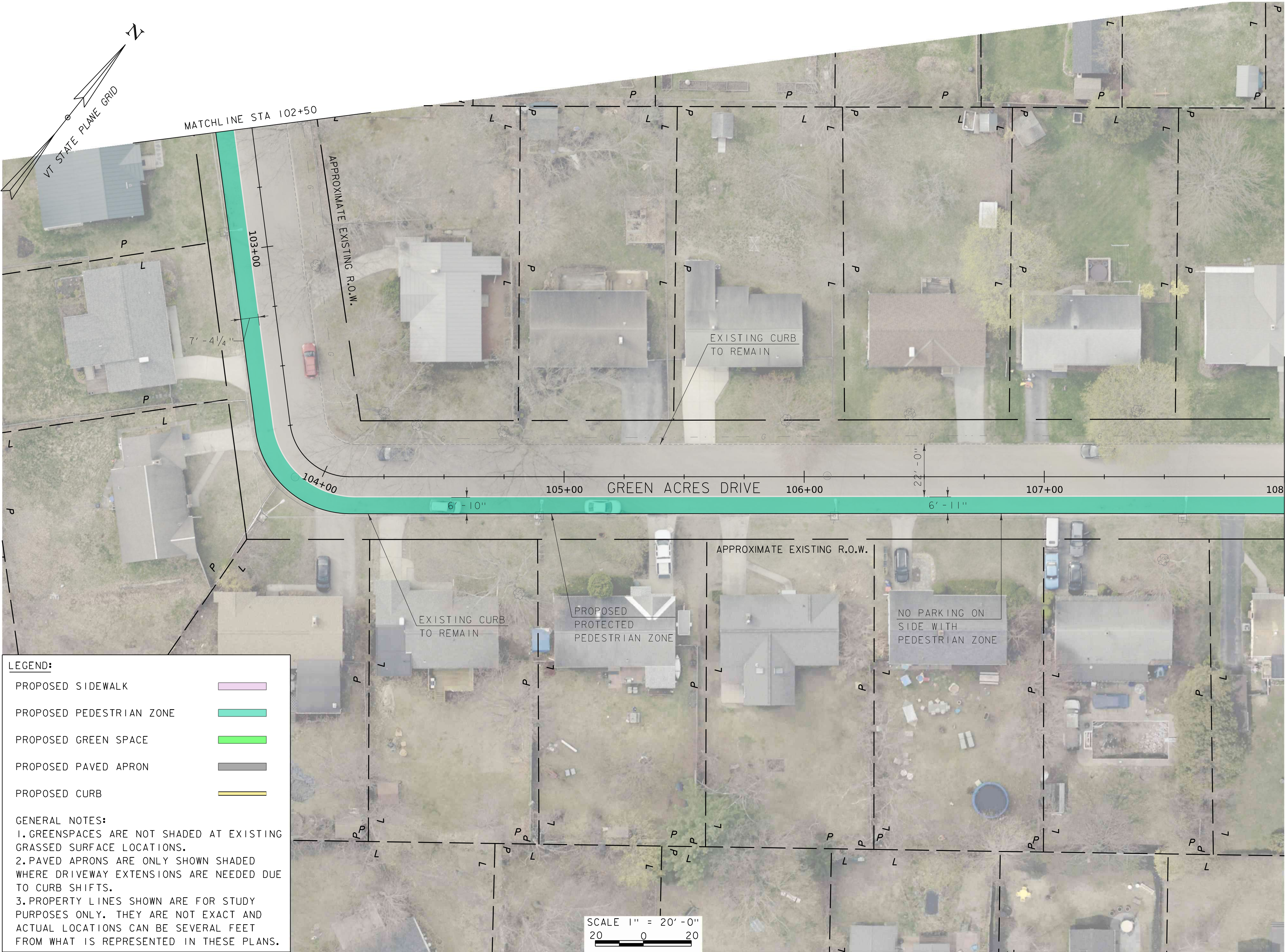
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CITY OF BURLINGTON
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NEW NORTH END SIDEWALKS
GREEN ACRES DRIVE ALTERNATIVE 2 (SHEET 1 OF 4)

NINE SIDEWALK STUDY	
FILENAME	DESIGNER
21.120006.09bdt_1ay	AMS
MODEL NAME	DRAWN
412GreenAcres(1of4)_LSB	LSB
SCALE	CHECKED
AS SHOWN	JAO
DATE	DECEMBER 2024

1/28/2025 9:51:13 AM V:\1_PROJECTS\OCRPC-VT121_120006_09-CORPC-Burlington-North-End-Sidewalks\2-CADD\0-Plans\2112006.09bdr_lay.dgn



CITY OF BURLINGTON BURLINGTON, VERMONT NEW NORTH END SIDEWALKS		PROJECT NO. 21.120006.09	
GREEN ACRES DRIVE ALTERNATIVE 2 (SHEET 2 OF 4)		FIGURE	
		10	
		FIGURE 10 OF 29	

NNE SIDEWALK STUDY

FILENAME

DESIGNER

21.12006.09bdr.la

AMS

MODEL NAME

DRAWN

412GreenAcres(2of4)

LSB

SCALE

AS SHOWN

CHECKED

JAO

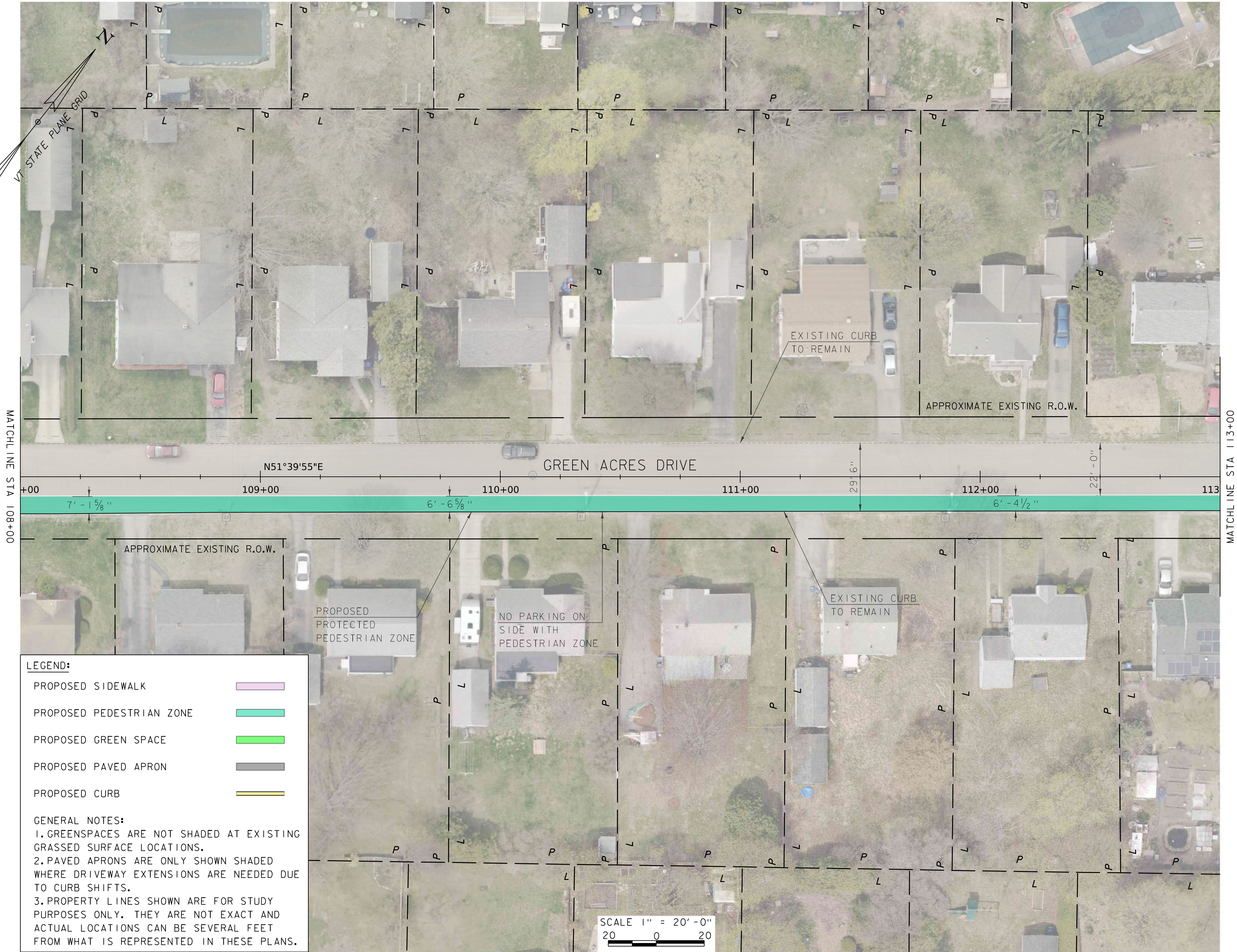
DATE

DECEMBER 2024

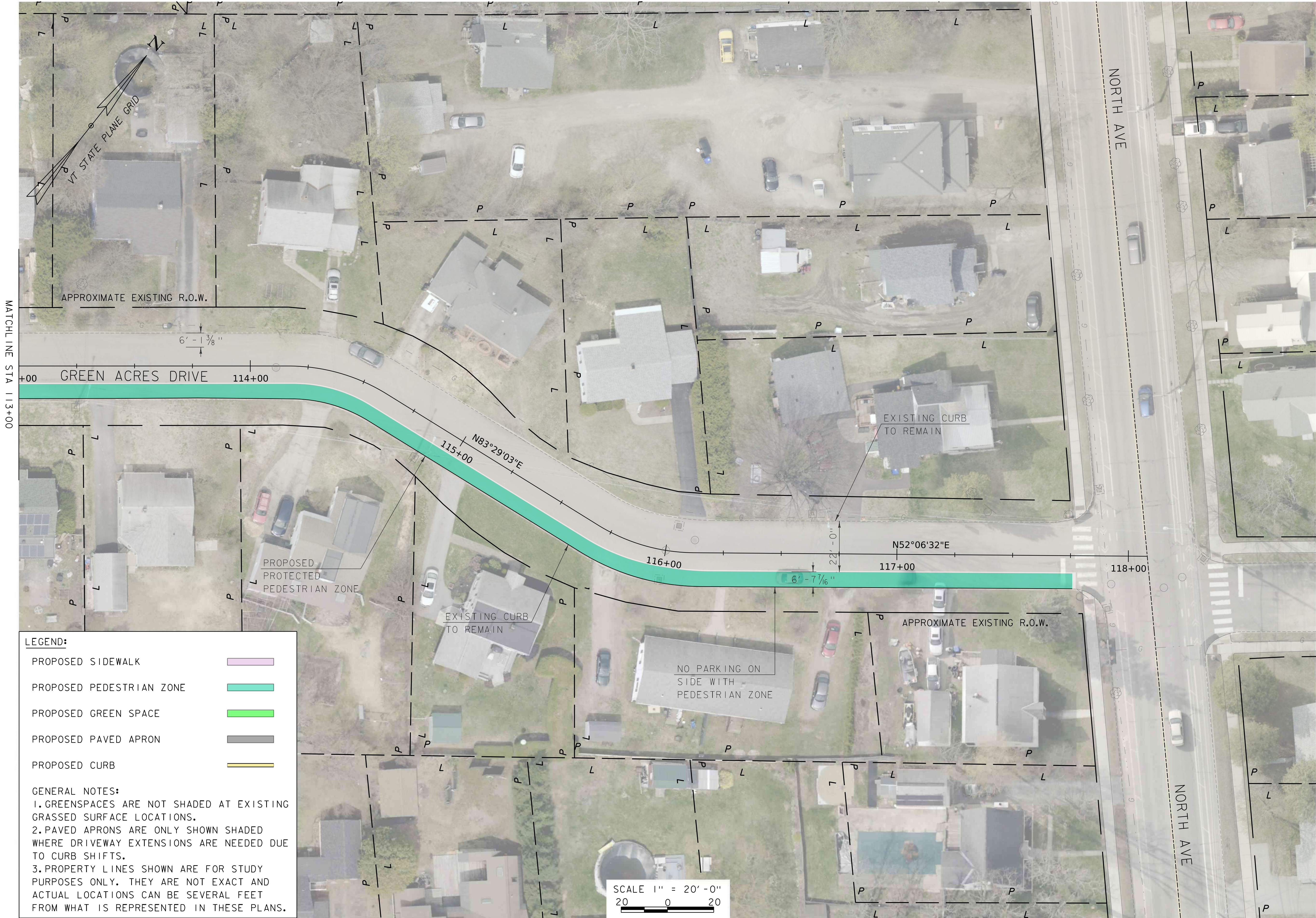
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Page 410 of 673



1/28/2025 9:51:52 AM V:\1_PROJECTS\OCRPC-VT121_120006_09-CORPC-Burlington-North-End-Sidewalks\2-CADD\0-Plans\2112006.09bdt_1ay.dgn



LEGEND:

- PROPOSED SIDEWALK
- PROPOSED PEDESTRIAN ZONE
- PROPOSED GREEN SPACE
- PROPOSED PAVED APRON
- PROPOSED CURB

GENERAL NOTES:

1. GREENSPACES ARE NOT SHADED AT EXISTING GRASSED SURFACE LOCATIONS.
2. PAVED APRONS ARE ONLY SHOWN SHADED WHERE DRIVEWAY EXTENSIONS ARE NEEDED DUE TO CURB SHIFTS.
3. PROPERTY LINES SHOWN ARE FOR STUDY PURPOSES ONLY. THEY ARE NOT EXACT AND ACTUAL LOCATIONS CAN BE SEVERAL FEET FROM WHAT IS REPRESENTED IN THESE PLANS.

SCALE 1" = 20'-0"
20 0 20



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NEW NORTH END SIDEWALKS
GREEN ACRES DRIVE ALTERNATIVE 2 (SHEET 4 OF 4)

PROJECT NO. 21.120006.09

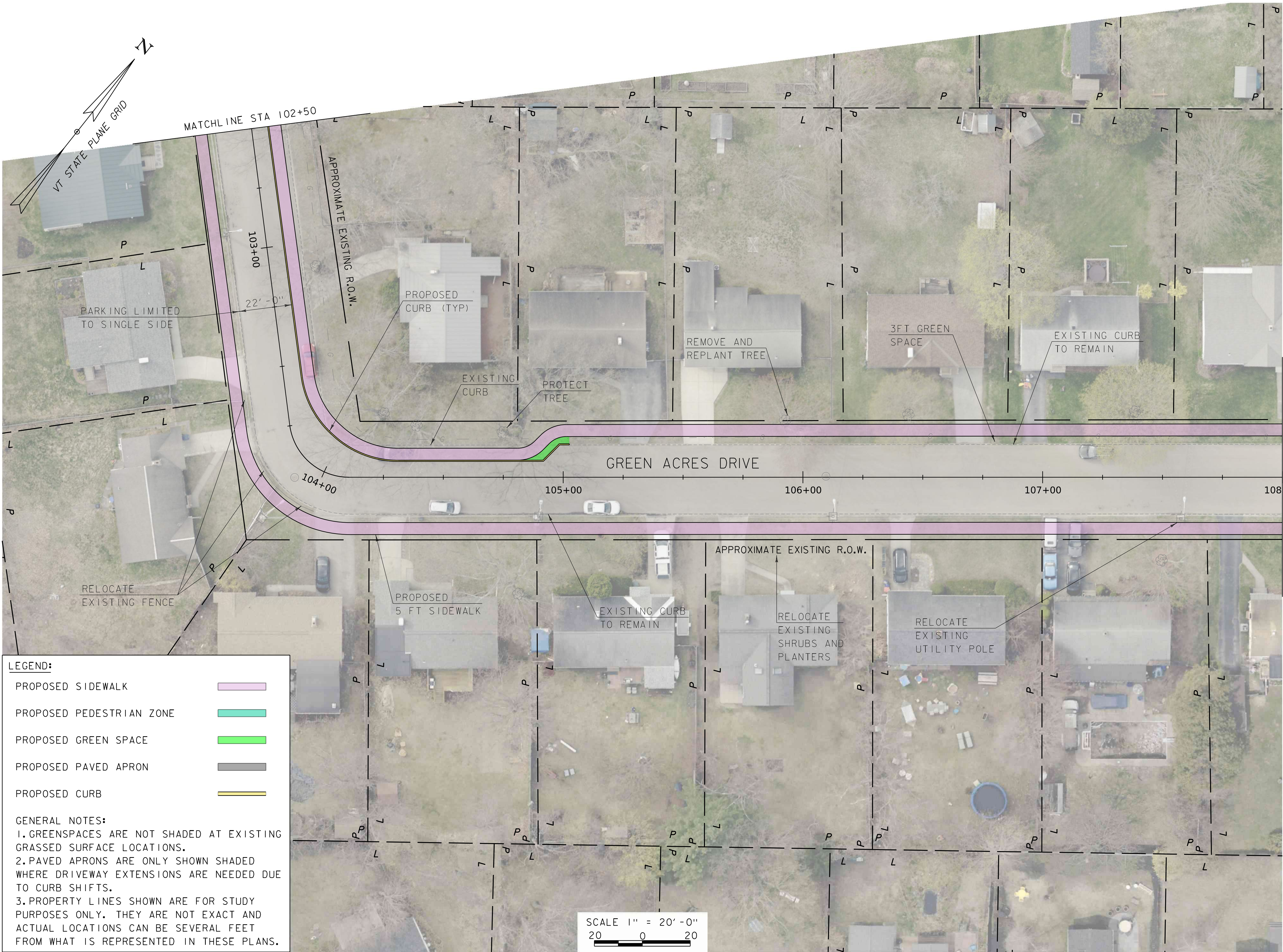
FIGURE

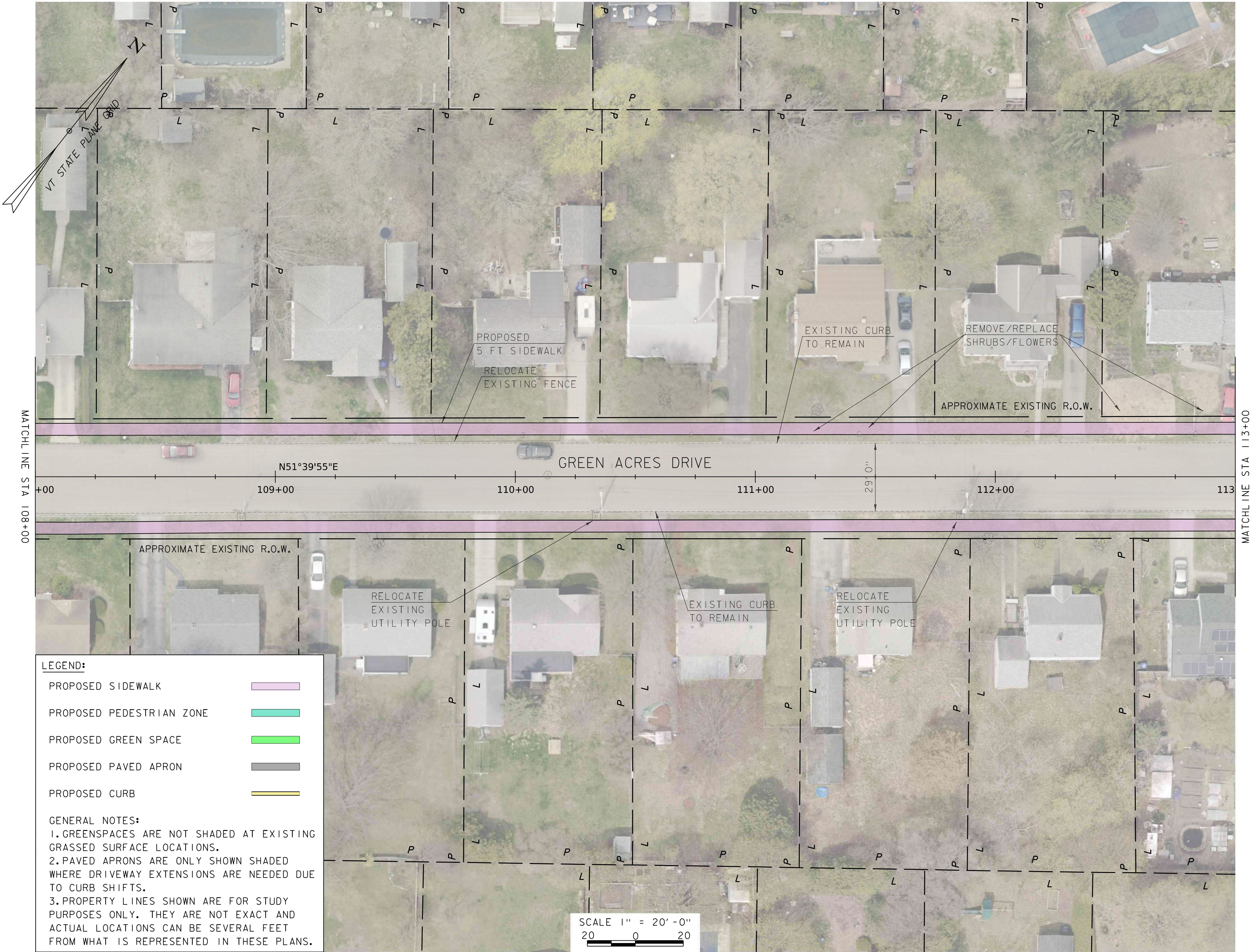
12

FIGURE 12 OF 29

NNE SIDEWALK STUDY		DESIGNER	AMS
FILENAME	21.120006.09bdt_1ay	DRAWN	LSB
MODEL NAME	#12GreenAcres(4of4)	CHECKED	JAO
SCALE	AS SHOWN	DATE	DECEMBER 2024

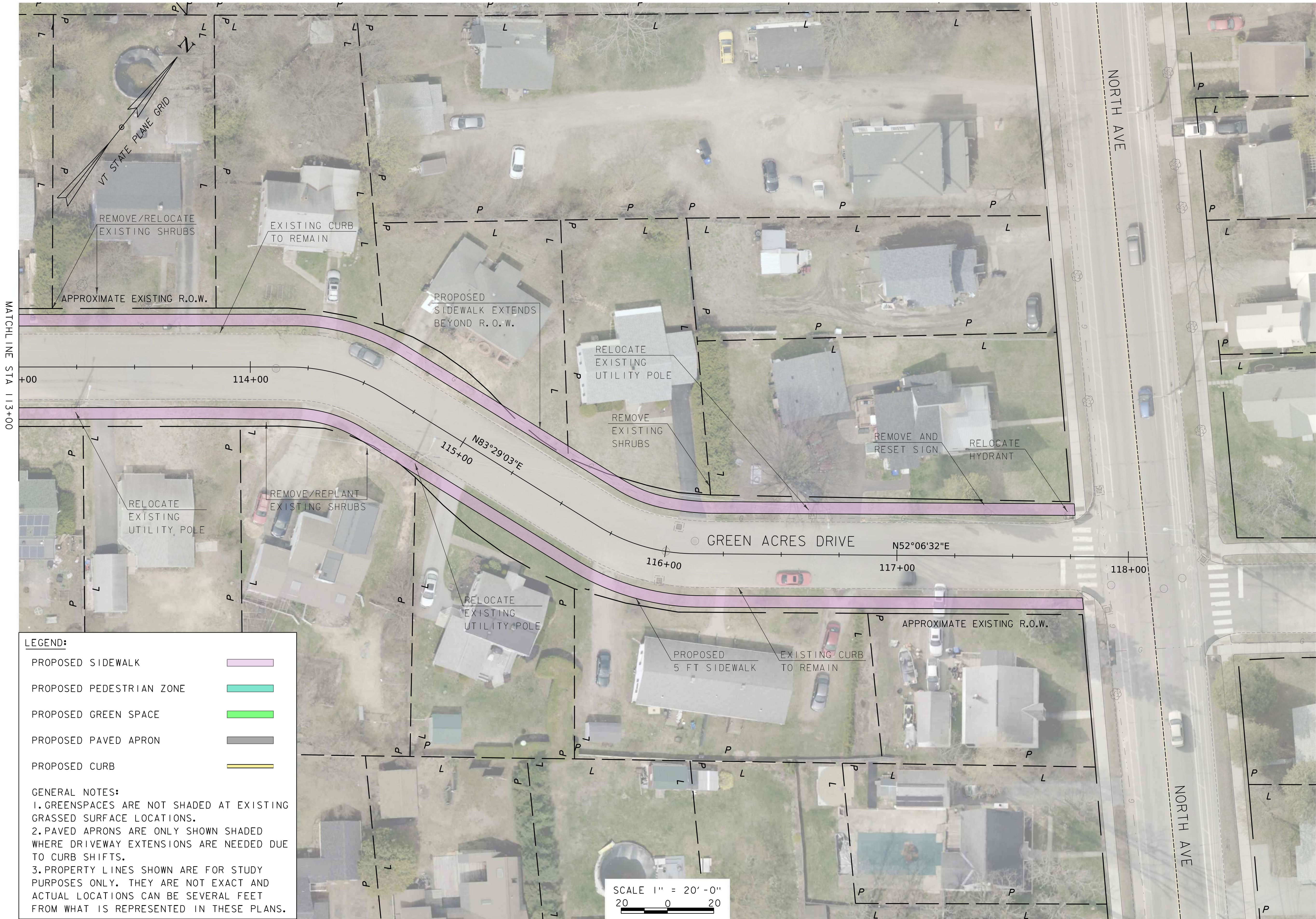
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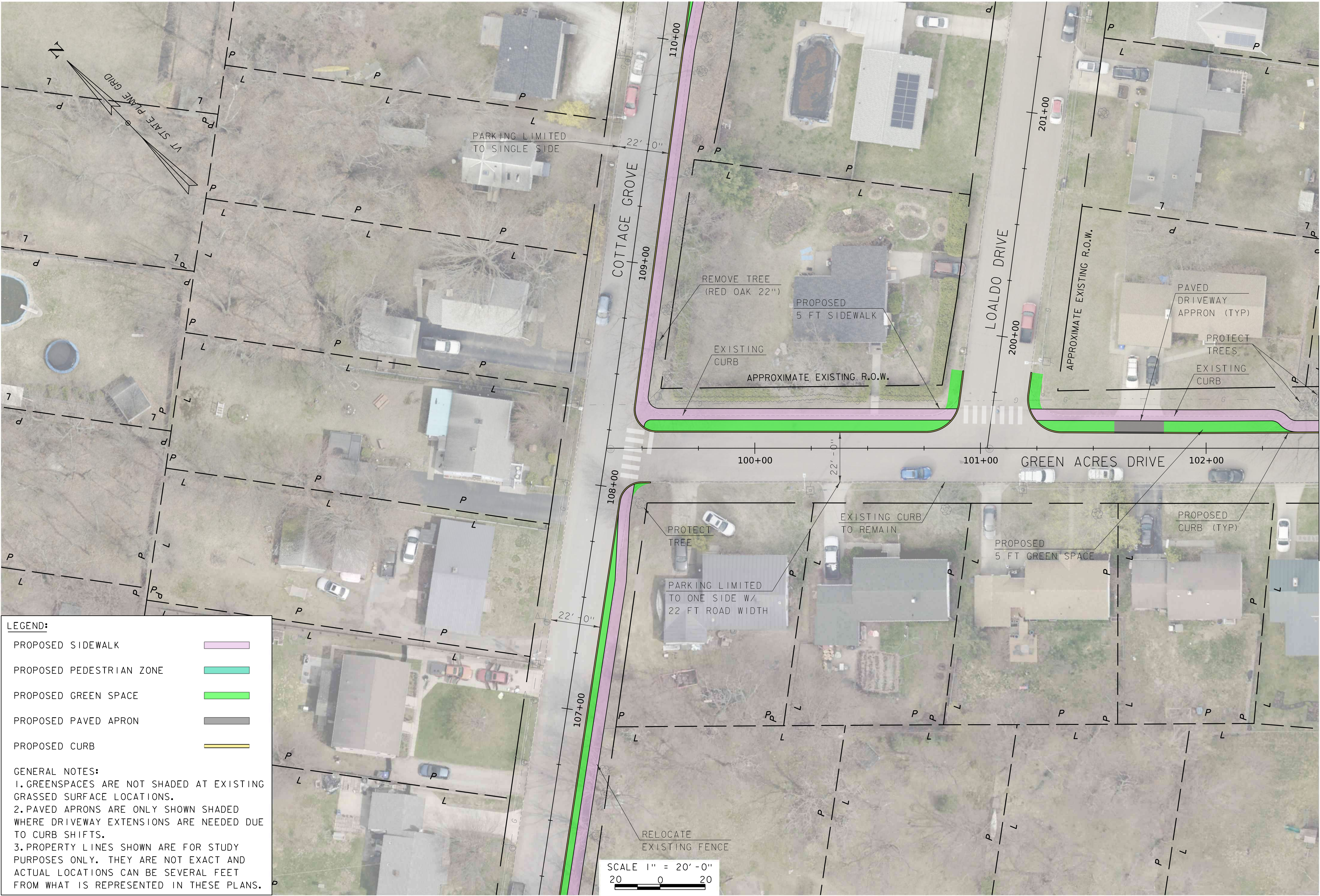


NNE SIDEWALK STUDY					
FILENAME	DESIGNER	AMS	DRAWN	CHECKED	DATE
21.12006.09bdr_lay	AMS	AMS	LSB	JAO	DECEMBER 2024
MODEL NAME	PROJECT	PROJECT	PROJECT	PROJECT	PROJECT
125GreenAcres(09bdr)	125GreenAcres(09bdr)	125GreenAcres(09bdr)	125GreenAcres(09bdr)	125GreenAcres(09bdr)	125GreenAcres(09bdr)
SCALE	AS SHOWN	AS SHOWN	AS SHOWN	AS SHOWN	AS SHOWN

1/28/2025 9:53:06 AM V:\1_PROJECTS\OCRPC-VT121_120006_09-CORPC-Burlington-North-End-Sidewalks\2-CADD\0-Plans\2112006.09bdr_lay.dgn



1/28/2025 9:53:26 AM V:\1_PROJECTS\OCRPC-VT121_120006_09-CORPC-Burlington-North-End-Sidewalks\2-CADD\0-Plans\211_12006_09bdr_lay.dgn



LEGEND:

PROPOSED SIDEWALK

PROPOSED PEDESTRIAN ZONE

PROPOSED GREEN SPACE

PROPOSED PAVED APRON

PROPOSED CURB

GENERAL NOTES:
1. GREENSPACES ARE NOT SHADED AT EXISTING GRASSED SURFACE LOCATIONS.
2. PAVED APRONS ARE ONLY SHOWN SHADED WHERE DRIVEWAY EXTENSIONS ARE NEEDED DUE TO CURB SHIFTS.
3. PROPERTY LINES SHOWN ARE FOR STUDY PURPOSES ONLY. THEY ARE NOT EXACT AND ACTUAL LOCATIONS CAN BE SEVERAL FEET FROM WHAT IS REPRESENTED IN THESE PLANS.

MATCHLINE STA 102+50



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PROJECT NO. 21.120006.09

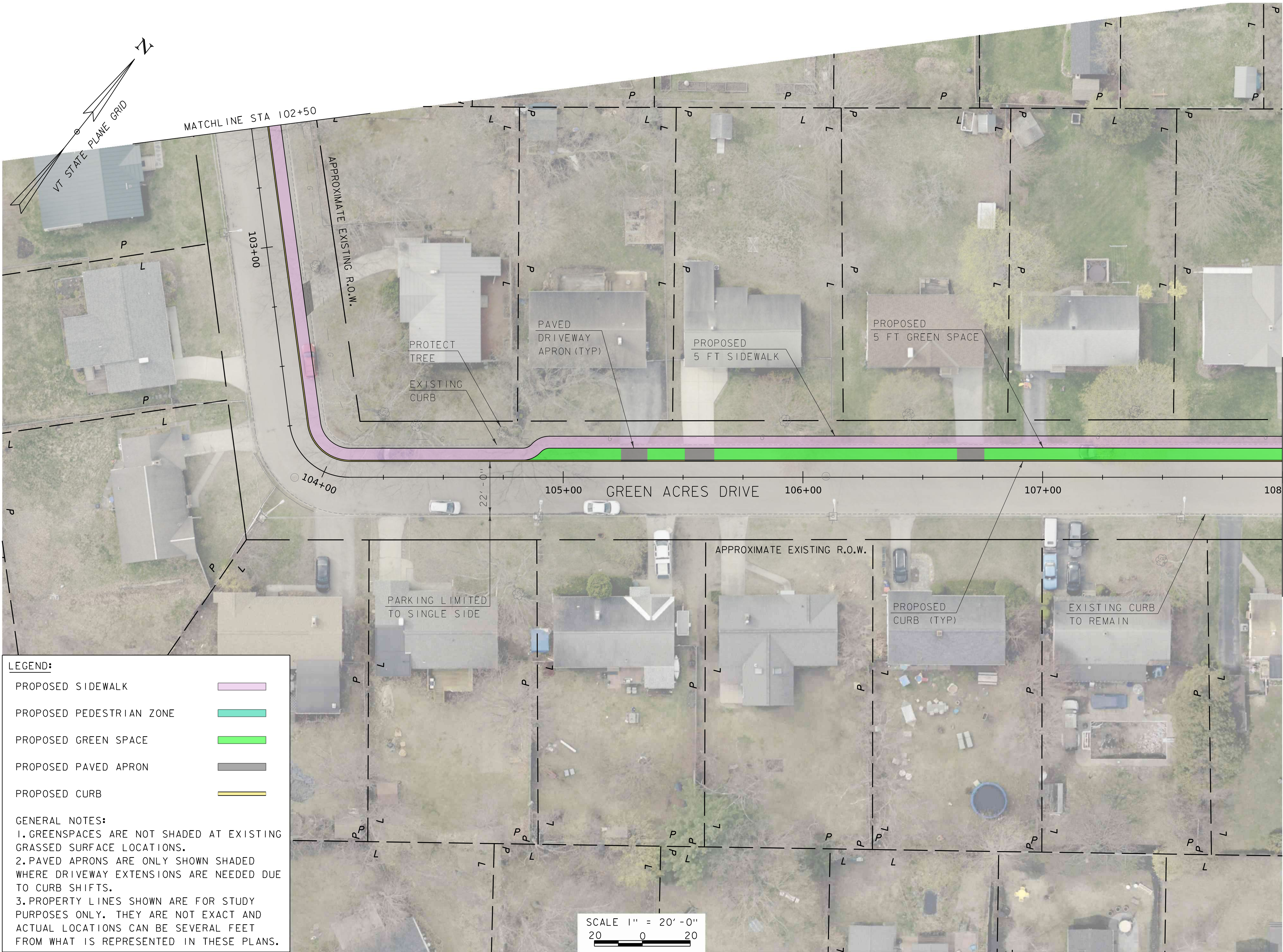
FIGURE

17

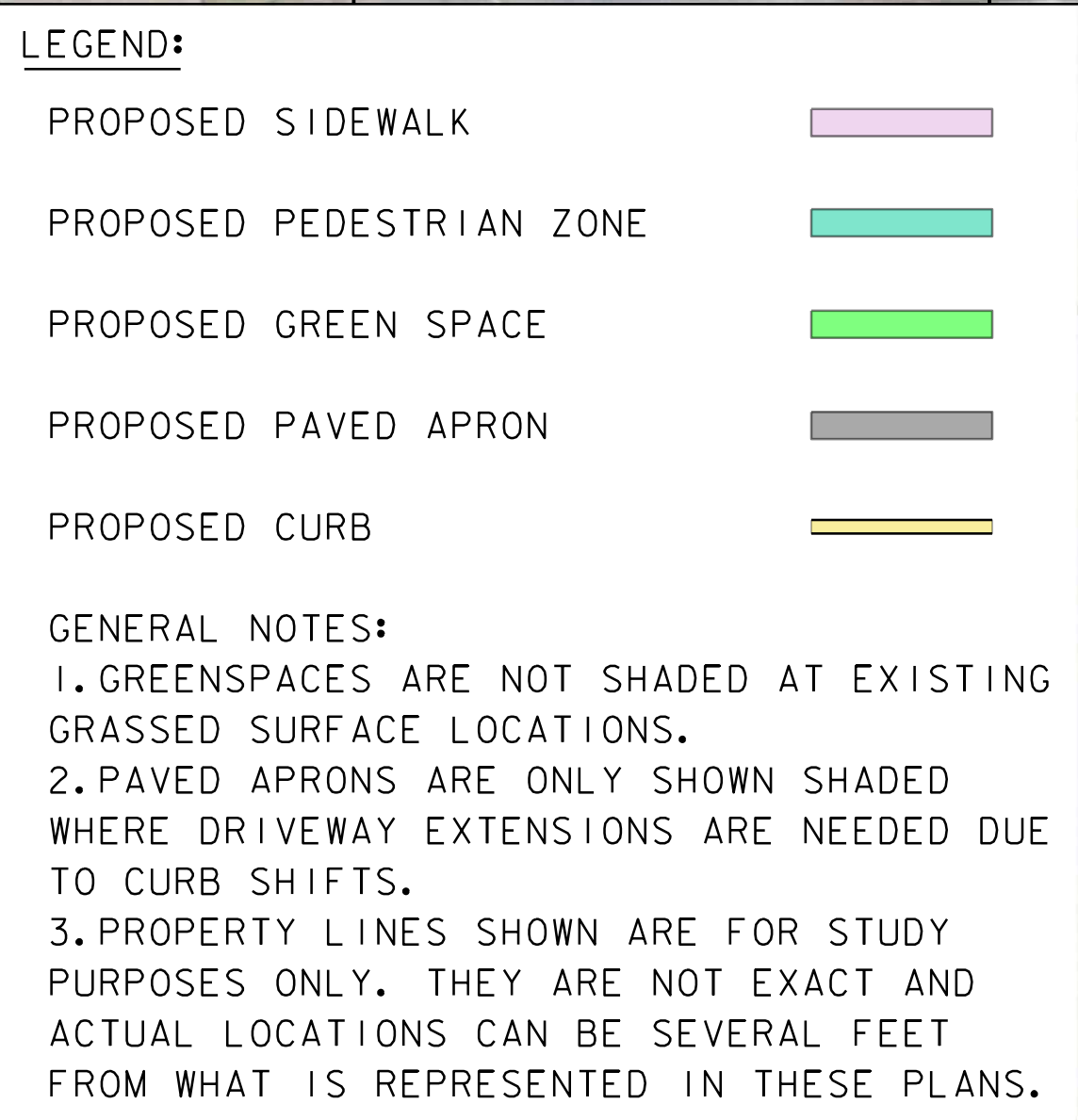
FIGURE 17 OF 29

NNE SIDEWALK STUDY		DESIGNER	AMS
FILENAME	21.120006.09bdr.lay	DRAWN	LSB
MUTUAL NAME	AMS	CHECKED	JAO
SCALE	AS SHOWN	DATE	DECEMBER 2024

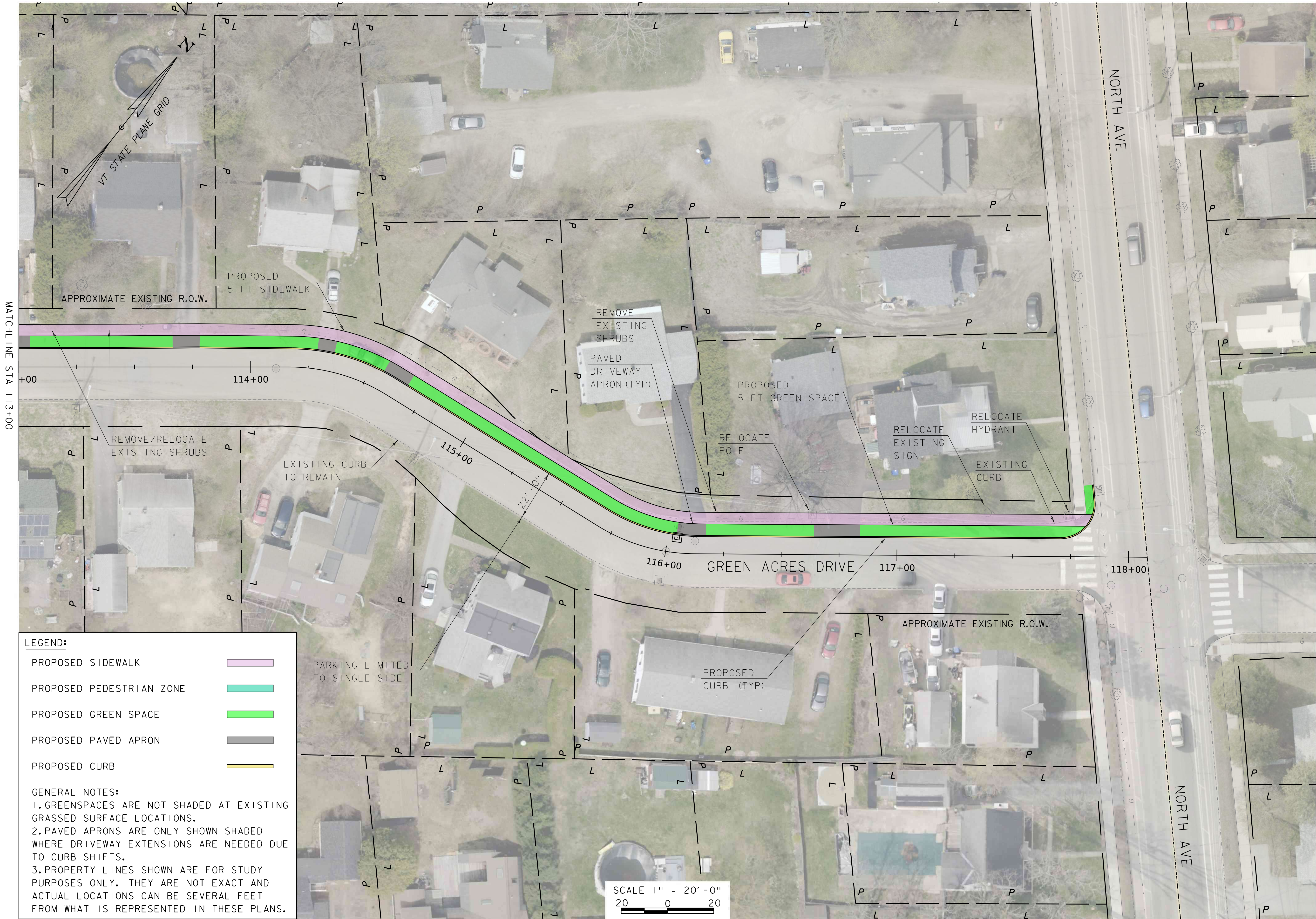
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NNE SIDEWALK STUDY					
FILENAME	DESIGNER	AMS	DRAWN	CHECKED	JAO
21.12006.09bdr_1a	AMS		LSB		
MODEL NAME	PROJECT	206	LSB		
414GreenAcres(206)					
SCALE	AS SHOWN				
DATE	DECEMBER 2024				



1/28/2025
9:54:23 AM
V:\1_PROJECTS\OCRPC-VT121_120006_09-CORPC-Burlington-North-End-Sidewalks\2-CADD\0-Plans\2112006.09bdr_lay.dgn



NNE SIDEWALK STUDY			
FILENAME	DESIGNER	AMS	
21.120006.09bdr_lay	JLB		
MODEL NAME	DRAWN	LSB	
4444GreenAcres(4of4)			
SCALE	CHECKED	JAO	
AS SHOWN			
DATE	DECEMBER 2024		

1/28/2025 9:54:42 AM V:\1_PROJECTS\OCRPC-VT121_120006_09-CORPC-Burlington-North-End-Sidewalks\2-CADD\0-Plans\211_12006_09bdr_lay.dgn



LEGEND:

- PROPOSED SIDEWALK
- PROPOSED PEDESTRIAN ZONE
- PROPOSED GREEN SPACE
- PROPOSED PAVED APRON
- PROPOSED CURB

GENERAL NOTES:

1. GREENSPACES ARE NOT SHADED AT EXISTING GRASSED SURFACE LOCATIONS.
2. PAVED APRONS ARE ONLY SHOWN SHADED WHERE DRIVEWAY EXTENSIONS ARE NEEDED DUE TO CURB SHIFTS.
3. PROPERTY LINES SHOWN ARE FOR STUDY PURPOSES ONLY. THEY ARE NOT EXACT AND ACTUAL LOCATIONS CAN BE SEVERAL FEET FROM WHAT IS REPRESENTED IN THESE PLANS.

NNE SIDEWALK STUDY					
FILENAME	DESIGNER	AMS	DRAWN	CHECKED	JAO
2112006_09bdr_lay	AMS	AMS	LSB	LSB	JAO
NOTED NAME	all2Stanbury(10/3)				
SCALE	AS SHOWN				
DATE	DECEMBER 2024				



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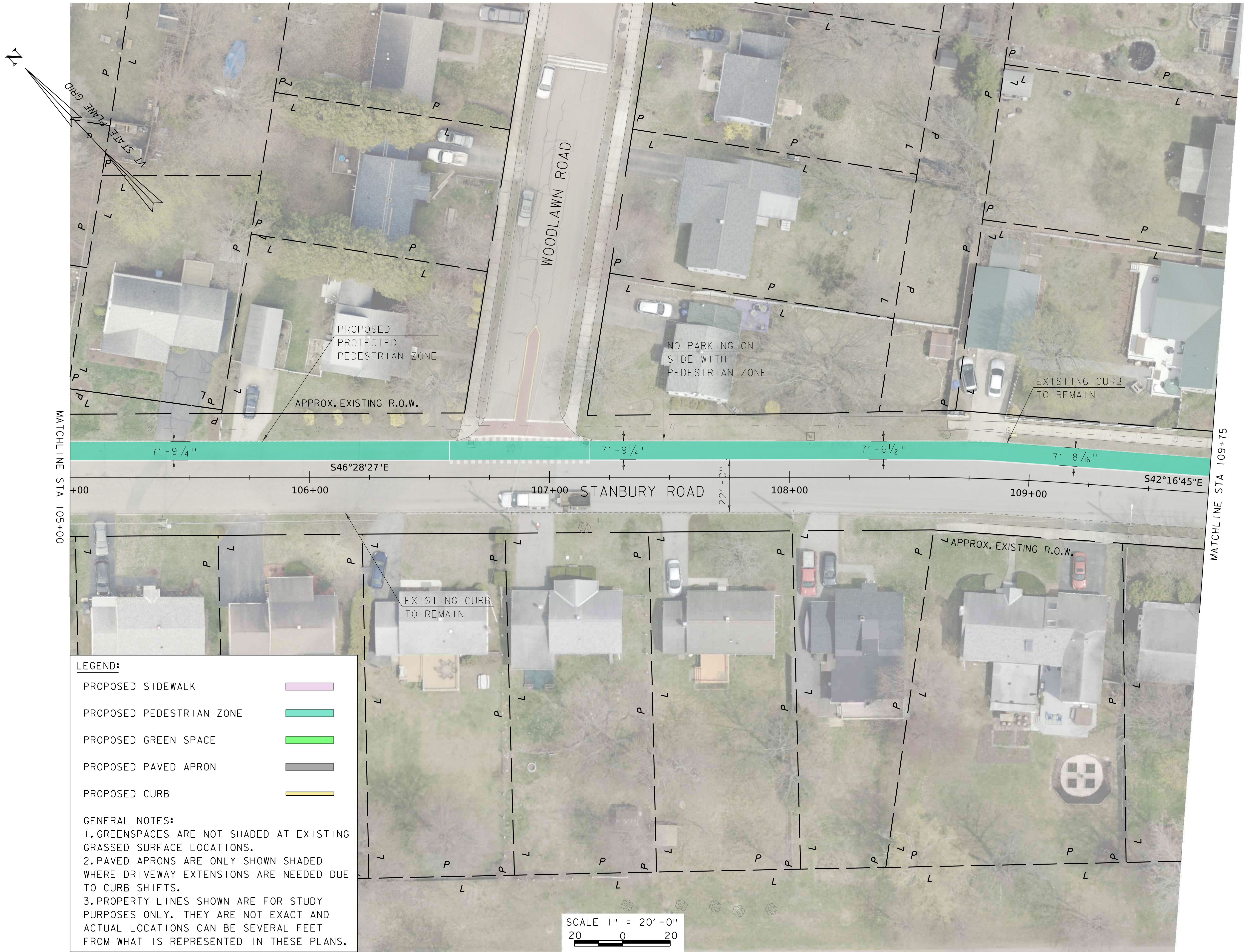
STANBURY ROAD ALTERNATIVE 2 (SHEET 1 OF 3)

PROJECT NO. 21.120006.09

FIGURE

21

FIGURE 21 OF 29



NNE SIDEWALK STUDY	
FILENAME	DESIGNER
2112006.09bdr.la	AMS
MODEL NAME	DRAWN
all2Stanbury(2of3)	LSB
SCALE	CHECKED
AS SHOWN	JAO
DATE	DECEMBER 2024



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STANBURY ROAD ALTERNATIVE 2 (SHEET 2 OF 3)

PROJECT NO. 21.120006.09

FIGURE

22

FIGURE 22 OF 29

1/28/2025 9:55:20 AM V:\1_PROJECTS\OCRPC-VT121_120006_09-CORPC-Burlington-North-End-Sidewalks2-CADD\04-Plans\21.12006.09bdr_1.dgn



LEGEND:

PROPOSED SIDEWALK

PROPOSED PEDESTRIAN ZONE

PROPOSED GREEN SPACE

PROPOSED PAVED APRON

PROPOSED CURB

GENERAL NOTES:

1. GREENSPACES ARE NOT SHADED AT EXISTING GRASSED SURFACE LOCATIONS.

2. PAVED APRONS ARE ONLY SHOWN SHADED WHERE DRIVEWAY EXTENSIONS ARE NEEDED DUE TO CURB SHIFTS.

3. PROPERTY LINES SHOWN ARE FOR STUDY PURPOSES ONLY. THEY ARE NOT EXACT AND ACTUAL LOCATIONS CAN BE SEVERAL FEET FROM WHAT IS REPRESENTED IN THESE PLANS.

NINE SIDEWALK STUDY

FILENAME

DESIGNER

21.12006.09bdr_1.d

AMS

MODEL NAME

all2Stanbury(3of3)

LSB

SCALE

AS SHOWN

CHECKED

JAO

DATE

DECEMBER 2024

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NEW NORTH END SIDEWALKS

STANBURY ROAD ALTERNATIVE 2 (SHEET 3 OF 3)

PROJECT NO. 21.120006.09

FIGURE

23

FIGURE 23 OF 29

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1/28/2025 9:55:38 AM V:\1_PROJECTS\OCRPC-VT121_120006_09-CORPC-Burlington-North-End-Sidewalks\2-CADD\0-Plans\2112006.09bdt_1ay.dgn



LEGEND:

PROPOSED SIDEWALK

PROPOSED PEDESTRIAN ZONE

PROPOSED GREEN SPACE

PROPOSED PAVED APRON

PROPOSED CURB

GENERAL NOTES:

1. GREENSPACES ARE NOT SHADED AT EXISTING GRASSED SURFACE LOCATIONS.

2. PAVED APRONS ARE ONLY SHOWN SHADED WHERE DRIVEWAY EXTENSIONS ARE NEEDED DUE TO CURB SHIFTS.

3. PROPERTY LINES SHOWN ARE FOR STUDY PURPOSES ONLY. THEY ARE NOT EXACT AND ACTUAL LOCATIONS CAN BE SEVERAL FEET FROM WHAT IS REPRESENTED IN THESE PLANS.

NNE SIDEWALK STUDY				
FILENAME	DESIGNER	AMS	DRAWN	CHECKED
21.12006.09bdt_1ay	AMS		LSB	JAO
MODEL NAME	PROJECT	10/3	LSB	
all3Stanbury(10/3)				
SCALE	AS SHOWN			
DATE	DECEMBER 2024			

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BURLINGTON, VERMONT
NEW NORTH END SIDEWALKS

STANBURY ROAD ALTERNATIVE 3 (SHEET 1 OF 3)



NNE SIDEWALK STUDY					
FILENAME	DESIGNER	AMS	PRWNT	CHECKED	JAO
2112006.09bdt_1ay	AMS	AMS	LSB	LSB	JAO
MODEL NAME	DATE	2/2/23	SCALE	AS SHOWN	DATE
all3Stanbury(2of3)	2/2/23	2/2/23	SCALE	AS SHOWN	DATE
DATE	2/2/23	2/2/23	SCALE	AS SHOWN	DATE
DATE	2/2/23	2/2/23	SCALE	AS SHOWN	DATE



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STANBURY ROAD ALTERNATIVE 3 (SHEET 2 OF 3)

PROJECT NO. 21120006.09

FIGURE

25

FIGURE 25 OF 29

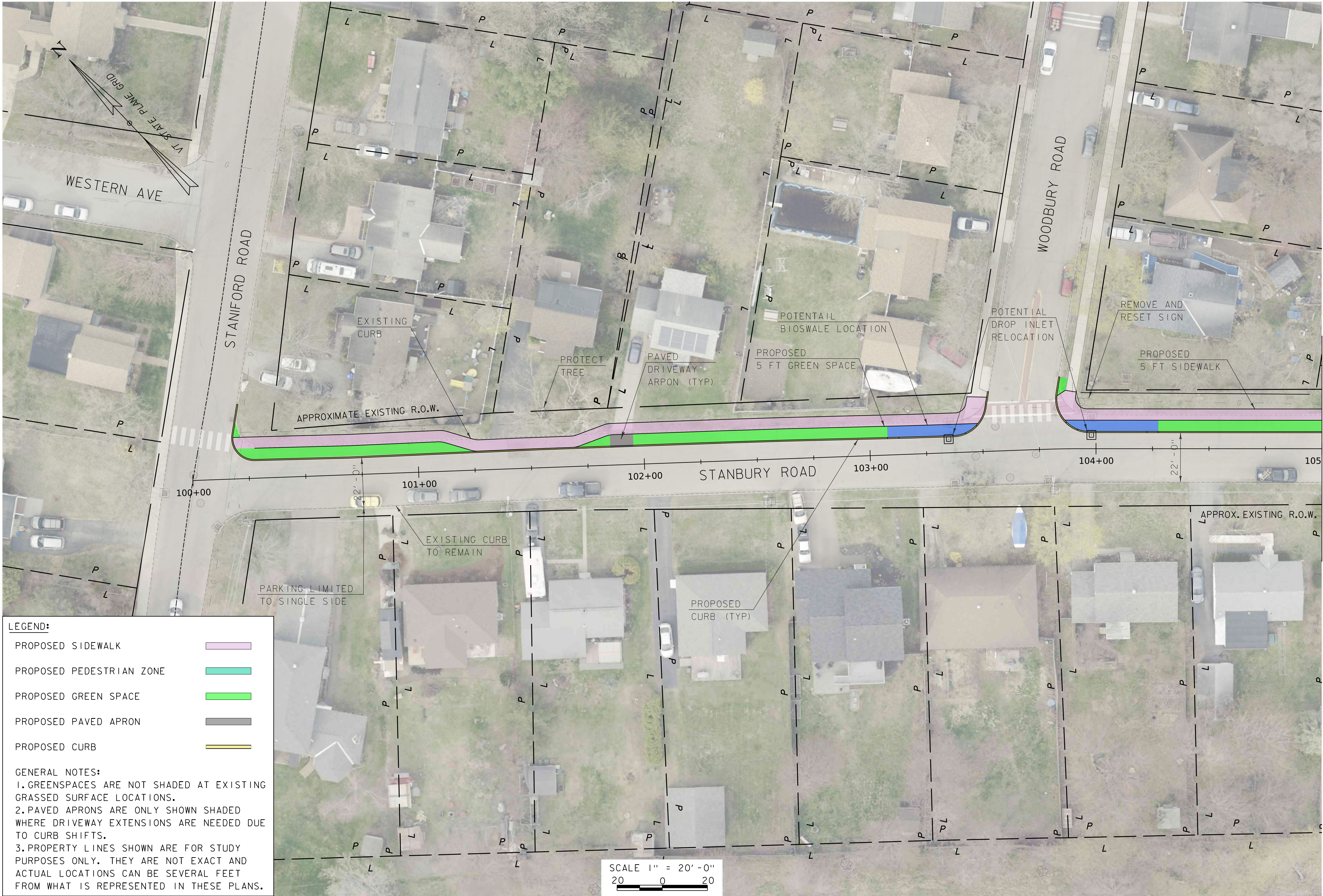
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CITY OF BURLINGTON
BURLINGTON, VERMONT
NEW NORTH END SIDEWALKS
STANBURY ROAD ALTERNATIVE 3 (SHEET 3 OF 3)

NNE STIDEWALK STUDY			
FILENAME	DESIGNER	AMS	
21.12006.09bdr_lay			
MODEL NAME	DRAWN	LSB	
all3Stanbury(3of3)			
SCALE	CHECKED	JAO	
AS SHOWN	DATE	DECEMBER 2024	

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LEGEND:

PROPOSED SIDEWALK

PROPOSED PEDESTRIAN ZONE

PROPOSED GREEN SPACE

PROPOSED PAVED APRON

PROPOSED CURB

GENERAL NOTES:

1. GREENSPACES ARE NOT SHADED AT EXISTING GRASSED SURFACE LOCATIONS.

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3. PROPERTY LINES SHOWN ARE FOR STUDY PURPOSES ONLY. THEY ARE NOT EXACT AND ACTUAL LOCATIONS CAN BE SEVERAL FEET FROM WHAT IS REPRESENTED IN THESE PLANS.

NNE SIDEWALK STUDY	
FILENAME	DESIGNER
21_12006_09bdr_1b	AMS
MODEL NAME	DRAWN
all4Stanbury(1 of 3)	LSB
SCALE	CHECKED
AS SHOWN	JAO
DATE	DECEMBER 2024

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STANBURY ROAD ALTERNATIVE 4 (SHEET 1 OF 3)

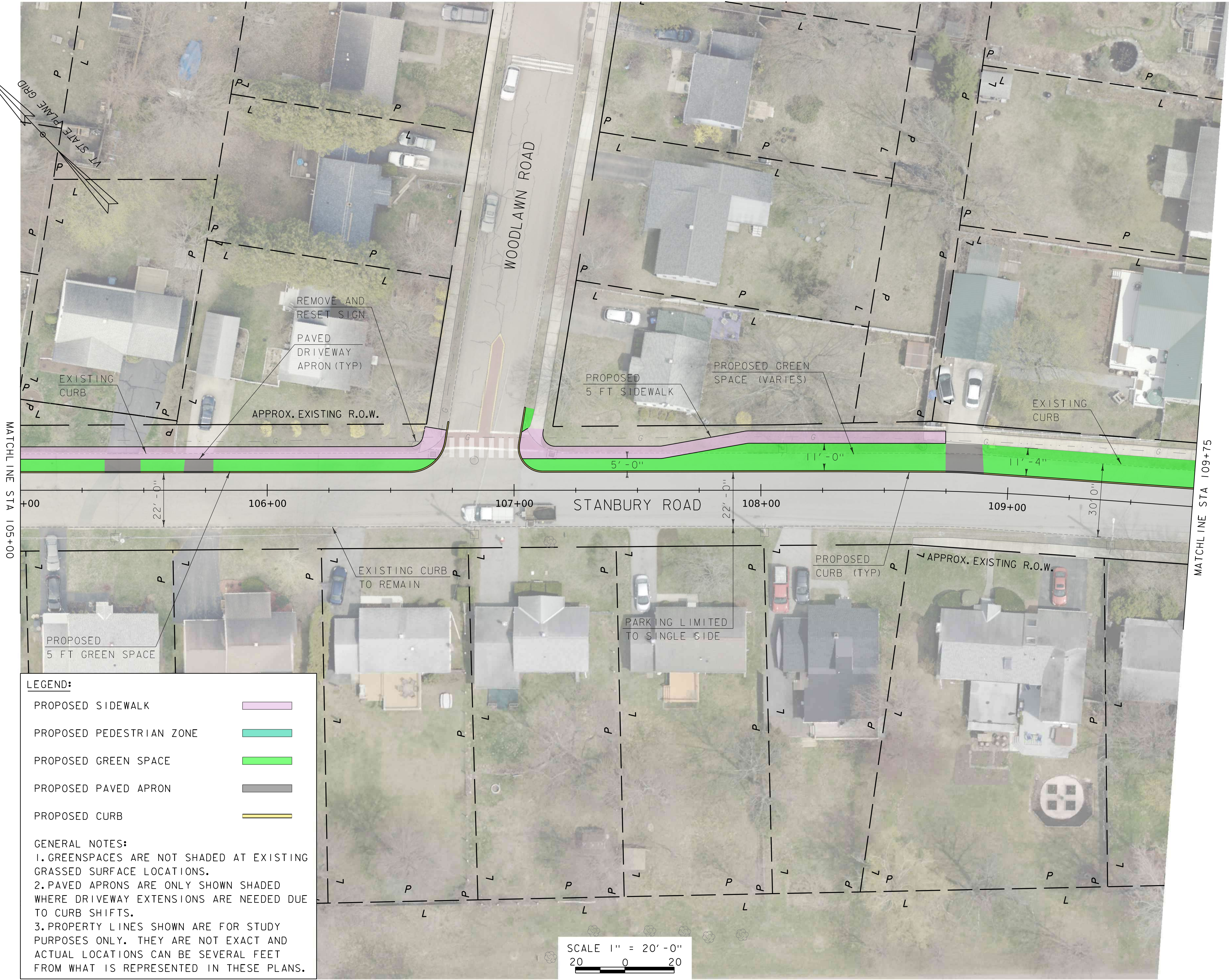
PROJECT NO. 21_120006_09

FIGURE

27

FIGURE 27 OF 29

1/28/2025 9:56:51 AM V:\1_PROJECTS\CCRPC-VT121_120006_09-CCRPC-Burlington-North-End-Sidewalks\2-CADD\0-Plans\2112006.09bdr_lay.dgn



LEGEND:

- PROPOSED SIDEWALK
- PROPOSED PEDESTRIAN ZONE
- PROPOSED GREEN SPACE
- PROPOSED PAVED APRON
- PROPOSED CURB

GENERAL NOTES:

1. GREENSPACES ARE NOT SHADED AT EXISTING GRASSED SURFACE LOCATIONS.
2. PAVED APRONS ARE ONLY SHOWN SHADED WHERE DRIVEWAY EXTENSIONS ARE NEEDED DUE TO CURB SHIFTS.
3. PROPERTY LINES SHOWN ARE FOR STUDY PURPOSES ONLY. THEY ARE NOT EXACT AND ACTUAL LOCATIONS CAN BE SEVERAL FEET FROM WHAT IS REPRESENTED IN THESE PLANS.

NNE SIDEWALK STUDY	
FILENAME	DESIGNER
2112006.09bdr.la	AMS
MODEL NAME	DRAWN
all4Stanbury(2of3)	LSB
SCALE	CHECKED
AS SHOWN	JAO
DATE	DECEMBER 2024



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STANBURY ROAD ALTERNATIVE 4 (SHEET 2 OF 3)

PROJECT NO. 21.120006.09

FIGURE

28

FIGURE 28 OF 29

1/28/2025 9:57:10 AM V:\1_PROJECTS\OCRPC-VT121_120006_09-CORPC-Burlington-North-End-Sidewalks\2-CADD\0-Plans\2112006.09bdr_lay.dgn



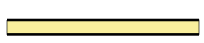
LEGEND:

PROPOSED SIDEWALK 

PROPOSED PEDESTRIAN ZONE 

PROPOSED GREEN SPACE 

PROPOSED PAVED APRON 

PROPOSED CURB 

GENERAL NOTES:

1. GREENSPACES ARE NOT SHADED AT EXISTING GRASSED SURFACE LOCATIONS.

2. PAVED APRONS ARE ONLY SHOWN SHADED WHERE DRIVEWAY EXTENSIONS ARE NEEDED DUE TO CURB SHIFTS.

3. PROPERTY LINES SHOWN ARE FOR STUDY PURPOSES ONLY. THEY ARE NOT EXACT AND ACTUAL LOCATIONS CAN BE SEVERAL FEET FROM WHAT IS REPRESENTED IN THESE PLANS.

SCALE 1" = 20'-0"
20 0 20

NINE SIDEWALK STUDY					
FILENAME	DESIGNER	AMS	DRAWN	CHECKED	JAO
21.12006.09bdr.lay	AMS		AMS		
MODEL NAME	PROJECT	LSB	SCALE	DATE	DECEMBER 2024
all4Stanbury(3of3)			AS SHOWN		

**HOYLE
TANNER**

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CITY OF BURLINGTON
BURLINGTON, VERMONT
NEW NORTH END SIDEWALKS

STANBURY ROAD ALTERNATIVE 4 (SHEET 3 OF 3)

APPENDIX E

Conceptual Construction Cost Estimates



125 College Street
4th Floor
Burlington, VT 05401
(802) 860-1331

Calc. By:	LSB	Date:	12/5/2024
Chck. By:	JAO	Date:	12/12/2024
Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

STANBURY ROAD ALTERNATIVE 2

SECTION A - MAJOR ITEMS

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
646.4040	Durable 4 Inch White Line, Polyurea	LF	1550	\$ 3.00	\$ 4,650.00
646.4840	Durable 24 Inch Stop Bar, Polyurea	LF	30	\$ 20.00	\$ 600.00
646.9001	Colored Pavement Markings, Green	SF	11300	\$ 20.00	\$ 226,000.00
675.2000	Traffic Sign, Flat Sheet Aluminum	SF	140	\$ 25.00	\$ 3,500.00
675.3410	Square Tube Sign Post and Anchor	LF	650	\$ 25.00	\$ 16,250.00
676.2000	Delineator with Flexible Post	EACH	310	\$ 300.00	\$ 93,000.00
	MISCELLANEOUS ROADWAY		15% OF ABOVE TOTAL		\$ 51,600.00
	MISCELLANEOUS EPSC				\$ 10,000.00
	SUBTOTAL A				\$ 405,600.00

SECTION B - TRAFFIC CONTROL

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
630.1500	Flaggers	HR	160	\$ 50.00	\$ 8,000.00
641.1100	Traffic Control, All-Inclusive	LS	1	\$ 30,000.00	\$ 30,000.00
	SUBTOTAL B				\$ 443,600.00

SECTION C - MOBILIZATION AND CONTINGENCIES

ROADWAY MOBILIZATION	10%	\$	44,360.00
SUBTOTAL C		\$	487,960.00



125 College Street
4th Floor
Burlington, VT 05401
(802) 860-1331

Calc. By:	LSB	Date:	12/5/2024
Chck. By:	JAO	Date:	12/12/2024
Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

STANBURY ROAD ALTERNATIVE 2

SECTION D - CONSTRUCTION (CON)

ROUNDED CONSTRUCTION SUBTOTAL:	\$	488,000.00
CONTINGENCY	15% \$	73,200.00
CONSTRUCTION ENGINEERING	5% \$	28,060.00
EOR CONSTRUCTION ADMINISTRATION	3% \$	16,840.00
CON TOTAL FOR PLANNING	\$	606,100.00

SECTION E - RIGHT-OF-WAY (ROW)

TAKES	\$0.00
EASEMENTS	\$2,000.00
ROW TOTAL	\$2,000.00

SECTION F - DESIGN SERVICES

FINAL DESIGN	\$75,000.00
BID PHASE SERVICES	\$6,000.00
PE TOTAL	\$81,000.00

PROJECT TOTAL COST (CON+PE)	\$689,100.00
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125 College Street
4th Floor
Burlington, VT 05401
(802) 860-1331

Calc. By:	LSB	Date:	11/26/2024
Chck. By:	JAO	Date:	12/12/2024
Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

STANBURY ROAD ALTERNATIVE 3

SECTION A - MAJOR ITEMS

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
201.1000	Clearing and Grubbing, Including Individual Trees and Stumps	LS	1	\$ 6,200.00	\$ 6,200.00
203.1500	Common Excavation	CY	170	\$ 25.00	\$ 4,250.00
203.2800	Excavation of Surfaces and Pavements	CY	6	\$ 50.00	\$ 300.00
203.3000	Earth Borrow	CY	110	\$ 25.00	\$ 2,750.00
301.2500	Subbase of Crushed Gravel, Coarse Graded	CY	100	\$ 65.00	\$ 6,500.00
616.2100	Vertical Granite Curb	LF	80	\$ 100.00	\$ 8,000.00
616.4100	Removal of Existing Curb	LF	80	\$ 15.00	\$ 1,200.00
618.1005	Portland Cement Concrete Sidewalk, 5 Inch	SY	450	\$ 200.00	\$ 90,000.00
620.5500	Removal of Existing Fence	LF	80	\$ 10.00	\$ 800.00
629.3600	Relocate Hydrant	EACH	1	\$ 10,000.00	\$ 10,000.00
646.5040	Durable Crosswalk Marking, Polyurea	LF	125	\$ 30.00	\$ 3,750.00
651.1500	Turf Establishment, General Seed	SY	275	\$ 10.00	\$ 2,750.00
651.3500	Topsoil	CY	1	\$ 55.00	\$ 55.00
675.3410	Square Tube Sign Post and Anchor	LF	30	\$ 25.00	\$ 750.00
675.5000	Sign Removal, Flat Sheet Aluminum	EACH	4	\$ 30.00	\$ 120.00
675.6000	Resetting Signs	EACH	4	\$ 50.00	\$ 200.00
681.1010	Remove and Relocate Landscape Items	EACH	2	\$ 4,000.00	\$ 8,000.00
	MISCELLANEOUS ROADWAY		15% OF ABOVE TOTAL		\$ 20,913.75
	MISCELLANEOUS EPSC				\$ 10,000.00
	SUBTOTAL A				\$ 176,538.75

SECTION B - TRAFFIC CONTROL

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
630.1500	Flaggers	HR	160	\$ 50.00	\$ 8,000.00
641.1100	Traffic Control, All-Inclusive	LS	1	\$ 30,000.00	\$ 30,000.00
	SUBTOTAL B				\$ 214,538.75

SECTION C - MOBILIZATION AND CONTINGENCIES

ROADWAY MOBILIZATION	12%	\$ 25,744.65
SUBTOTAL C		\$ 240,283.40



125 College Street
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Calc. By:	LSB	Date:	11/26/2024
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Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

STANBURY ROAD ALTERNATIVE 3

SECTION D - CONSTRUCTION (CON)

ROUNDED CONSTRUCTION SUBTOTAL:	\$	241,000.00
CONTINGENCY	25% \$	60,250.00
CONSTRUCTION ENGINEERING	10% \$	30,125.00
EOR CONSTRUCTION ADMINISTRATION	3% \$	9,040.00
CON TOTAL FOR PLANNING	\$	340,415.00

SECTION E - RIGHT-OF-WAY (ROW)

TAKES	\$0.00
EASEMENTS	\$25,000.00
ROW TOTAL	\$25,000.00

SECTION F - DESIGN SERVICES

FINAL DESIGN	\$125,000.00
BID PHASE SERVICES	\$6,000.00
PE TOTAL	\$131,000.00

PROJECT TOTAL COST (CON+PE)	\$496,415.00
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125 College Street
4th Floor
Burlington, VT 05401
(802) 860-1331

Calc. By:	LSB	Date:	10/24/2024
Chck. By:	JAO	Date:	12/12/2024
Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

STANBURY ROAD ALTERNATIVE 4

SECTION A - MAJOR ITEMS

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
201.1000	Clearing and Grubbing, Including Individual Trees and Stumps	LS	1	\$ 12,000.00	\$ 12,000.00
203.1500	Common Excavation	CY	510	\$ 25.00	\$ 12,750.00
203.2800	Excavation of Surfaces and Pavements	CY	165	\$ 50.00	\$ 8,250.00
203.3000	Earth Borrow	CY	325	\$ 25.00	\$ 8,125.00
301.2500	Subbase of Crushed Gravel, Coarse Graded	CY	250	\$ 65.00	\$ 16,250.00
406.3400	Bituminous Concrete Pavement, Non-Paver Placed, Type IVS	SY	45	\$ 50.00	\$ 2,250.00
604.1800	Precast Reinforced Concrete DI with Cast Iron Grate	EACH	2	\$ 6,500.00	\$ 13,000.00
616.2100	Vertical Granite Curb	LF	1200	\$ 100.00	\$ 120,000.00
616.4100	Removal of Existing Curb	LF	1120	\$ 15.00	\$ 16,800.00
618.1005	Portland Cement Concrete Sidewalk, 5 Inch	SY	520	\$ 200.00	\$ 104,000.00
620.5500	Removal of Existing Fence	LF	12	\$ 10.00	\$ 120.00
646.5040	Durable Crosswalk Marking, Polyurea	LF	125	\$ 30.00	\$ 3,750.00
651.1500	Turf Establishment, General Seed	SY	1050	\$ 10.00	\$ 10,500.36
651.3500	Topsoil	CY	75	\$ 55.00	\$ 4,125.01
675.3410	Square Tube Sign Post and Anchor	LF	30	\$ 25.00	\$ 750.00
675.5000	Sign Removal, Flat Sheet Aluminum	EACH	4	\$ 30.00	\$ 120.00
675.6000	Resetting Signs	EACH	4	\$ 50.00	\$ 200.00
	MISCELLANEOUS ROADWAY		15% OF ABOVE TOTAL		\$ 49,948.55
	MISCELLANEOUS EPSC				\$ 10,000.00
	SUBTOTAL A				\$ 392,938.92

SECTION B - TRAFFIC CONTROL

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
630.1500	Flaggers	HR	160	\$ 50.00	\$ 8,000.00
641.1100	Traffic Control, All-Inclusive	LS	1	\$ 30,000.00	\$ 30,000.00
	SUBTOTAL B				\$ 430,938.92

SECTION C - MOBILIZATION AND CONTINGENCIES

ROADWAY MOBILIZATION	12%	\$ 51,712.67
SUBTOTAL C		\$ 482,651.59



125 College Street
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Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

STANBURY ROAD ALTERNATIVE 4

SECTION D - CONSTRUCTION (CON)

ROUNDED CONSTRUCTION SUBTOTAL:	\$	483,000.00
CONTINGENCY	25% \$	120,750.00
CONSTRUCTION ENGINEERING	10% \$	60,375.00
EOR CONSTRUCTION ADMINISTRATION	3% \$	18,120.00
CON TOTAL FOR PLANNING	\$	682,245.00

SECTION E - RIGHT-OF-WAY (ROW)

TAKES	\$0.00
EASEMENTS	\$2,000.00
ROW TOTAL	\$2,000.00

SECTION F - DESIGN SERVICES

FINAL DESIGN	\$170,000.00
BID PHASE SERVICES	\$6,000.00
PE TOTAL	\$176,000.00

PROJECT TOTAL COST (CON+PE)	\$860,245.00
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125 College Street
4th Floor
Burlington, VT 05401
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Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

COTTAGE GROVE ALTERNATIVE 2

SECTION A - MAJOR ITEMS

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
201.1000	Clearing and Grubbing, Including Individual Trees and Stumps	LS	1	\$ 22,000.00	\$ 22,000.00
201.1500	Removing Medium Trees	EACH	5	\$ 1,000.00	\$ 5,000.00
203.1500	Common Excavation	CY	500	\$ 25.00	\$ 12,500.00
203.2800	Excavation of Surfaces and Pavements	CY	70	\$ 50.00	\$ 3,500.00
203.3000	Earth Borrow	CY	325	\$ 25.00	\$ 8,125.00
301.2500	Subbase of Crushed Gravel, Coarse Graded	CY	310	\$ 65.00	\$ 20,150.00
406.3400	Bituminous Concrete Pavement, Non-Paver Placed, Type IVS	SY	15	\$ 50.00	\$ 750.00
616.2100	Vertical Granite Curb	LF	906	\$ 100.00	\$ 90,600.00
616.4100	Removal of Existing Curb	LF	800	\$ 15.00	\$ 12,000.00
618.1005	Portland Cement Concrete Sidewalk, 5 Inch	SY	1200	\$ 200.00	\$ 240,000.00
620.5500	Removal of Existing Fence	LF	150	\$ 10.00	\$ 1,500.00
646.4840	Durable 24 Inch Stop Bar, Polyurea	LF	45	\$ 20.00	\$ 900.00
646.4940	Durable Letter or Symbol, Polyurea	EACH	20	\$ 200.00	\$ 4,000.00
646.5040	Durable Crosswalk Marking, Polyurea	LF	65	\$ 30.00	\$ 1,950.00
651.1500	Turf Establishment, General Seed	SY	820	\$ 10.00	\$ 8,200.00
651.3500	Topsoil	CY	13	\$ 55.00	\$ 715.00
675.2000	Traffic Sign, Flat Sheet Aluminum	SF	13	\$ 25.00	\$ 325.00
675.3410	Square Tube Sign Post and Anchor	LF	30	\$ 25.00	\$ 750.00
675.5000	Sign Removal, Flat Sheet Aluminum	EACH	2	\$ 30.00	\$ 60.00
675.6000	Resetting Signs	EACH	2	\$ 50.00	\$ 100.00
	MISCELLANEOUS ROADWAY		15% OF ABOVE TOTAL		\$ 64,968.75
	MISCELLANEOUS EPSC				\$ 10,000.00
	SUBTOTAL A				\$ 508,093.75

SECTION B - TRAFFIC CONTROL

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
630.1500	Flaggers	HR	160	\$ 50.00	\$ 8,000.00
641.1100	Traffic Control, All-Inclusive	LS	1	\$ 30,000.00	\$ 30,000.00
	SUBTOTAL B				\$ 546,093.75

SECTION C - MOBILIZATION AND CONTINGENCIES

ROADWAY MOBILIZATION	12%	\$ 65,531.25
SUBTOTAL C		\$ 611,625.00



125 College Street
4th Floor
Burlington, VT 05401
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Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

COTTAGE GROVE ALTERNATIVE 2

SECTION D - CONSTRUCTION (CON)

ROUNDED CONSTRUCTION SUBTOTAL:	\$	612,000.00
CONTINGENCY	25% \$	153,000.00
CONSTRUCTION ENGINEERING	10% \$	76,500.00
EOR CONSTRUCTION ADMINISTRATION	3% \$	22,950.00
CON TOTAL FOR PLANNING	\$	864,450.00

SECTION E - RIGHT-OF-WAY (ROW)

TAKES	\$0.00
EASEMENTS	\$25,000.00
ROW TOTAL	\$25,000.00

SECTION F - DESIGN SERVICES

FINAL DESIGN	\$175,000.00
BID PHASE SERVICES	\$6,000.00
PE TOTAL	\$181,000.00

PROJECT TOTAL COST (CON+PE)	\$1,070,450.00
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125 College Street
4th Floor
Burlington, VT 05401
(802) 860-1331

Calc. By:	LSB	Date:	10/24/2024
Chck. By:	JAO	Date:	12/12/2024
Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

COTTAGE GROVE ALTERNATIVE 3

SECTION A - MAJOR ITEMS

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
201.1000	Clearing and Grubbing, Including Individual Trees and Stumps	LS	1	\$ 22,000.00	\$ 22,000.00
201.1500	Removing Medium Trees	EACH	3	\$ 1,000.00	\$ 3,000.00
203.1500	Common Excavation	CY	800	\$ 25.00	\$ 20,000.00
203.2800	Excavation of Surfaces and Pavements	CY	210	\$ 50.00	\$ 10,500.00
203.3000	Earth Borrow	CY	525	\$ 25.00	\$ 13,125.00
301.2500	Subbase of Crushed Gravel, Coarse Graded	CY	475	\$ 65.00	\$ 30,875.00
406.3400	Bituminous Concrete Pavement, Non-Paver Placed, Type IVS	SY	55	\$ 50.00	\$ 2,750.00
604.1800	Precast Reinforced Concrete DI with Cast Iron Grate	EACH	1	\$ 6,500.00	\$ 6,500.00
616.2100	Vertical Granite Curb	LF	2300	\$ 100.00	\$ 230,000.00
616.4100	Removal of Existing Curb	LF	2200	\$ 15.00	\$ 33,000.00
618.1005	Portland Cement Concrete Sidewalk, 5 Inch	SY	1300	\$ 200.00	\$ 260,000.00
620.5500	Removal of Existing Fence	LF	110	\$ 10.00	\$ 1,100.00
646.4840	Durable 24 Inch Stop Bar, Polyurea	LF	45	\$ 20.00	\$ 900.00
646.5040	Durable Crosswalk Marking, Polyurea	LF	65	\$ 30.00	\$ 1,950.00
651.1500	Turf Establishment, General Seed	SY	1300	\$ 2.00	\$ 2,600.00
651.3500	Topsoil	CY	70	\$ 55.00	\$ 3,850.00
675.2000	Traffic Sign, Flat Sheet Aluminum	SF	13	\$ 25.00	\$ 325.00
675.3410	Square Tube Sign Post and Anchor	LF	30	\$ 25.00	\$ 750.00
675.5000	Sign Removal, Flat Sheet Aluminum	EACH	2	\$ 30.00	\$ 60.00
675.6000	Resetting Signs	EACH	2	\$ 50.00	\$ 100.00
	MISCELLANEOUS ROADWAY		15% OF ABOVE TOTAL		\$ 96,507.75
	MISCELLANEOUS EPSC				\$ 10,000.00
	SUBTOTAL A				\$ 749,892.75

SECTION B - TRAFFIC CONTROL

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
630.1500	Flaggers	HR	160	\$ 50.00	\$ 8,000.00
641.1100	Traffic Control, All-Inclusive	LS	1	\$ 30,000.00	\$ 30,000.00
	SUBTOTAL B				\$ 787,892.75

SECTION C - MOBILIZATION AND CONTINGENCIES

ROADWAY MOBILIZATION	12%	\$ 94,547.13
SUBTOTAL C		\$ 882,439.88



125 College Street
4th Floor
Burlington, VT 05401
(802) 860-1331

Calc. By:	LSB	Date:	10/24/2024
Chck. By:	JAO	Date:	12/12/2024
Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

COTTAGE GROVE ALTERNATIVE 3

SECTION D - CONSTRUCTION (CON)

ROUNDED CONSTRUCTION SUBTOTAL:	\$	883,000.00
CONTINGENCY	25% \$	220,750.00
CONSTRUCTION ENGINEERING	10% \$	110,375.00
EOR CONSTRUCTION ADMINISTRATION	3% \$	33,120.00
CON TOTAL FOR PLANNING	\$	1,247,245.00

SECTION E - RIGHT-OF-WAY (ROW)

TAKES	\$0.00
EASEMENTS	\$25,000.00
ROW TOTAL	\$25,000.00

SECTION F - DESIGN SERVICES

FINAL DESIGN	\$200,000.00
BID PHASE SERVICES	\$6,000.00
PE TOTAL	\$206,000.00

PROJECT TOTAL COST (CON+PE)	\$1,478,245.00
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125 College Street
4th Floor
Burlington, VT 05401
(802) 860-1331

Calc. By:	LSB	Date:	12/5/2024
Chck. By:	JAO	Date:	12/12/2024
Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

GREEN ACRES DRIVE ALTERNATIVE 2

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
646.4040	Durable 4 Inch White Line, Polyurea	LF	1900	\$ 3.00	\$ 5,700.00
646.4840	Durable 24 Inch Stop Bar, Polyurea	LF	30	\$ 20.00	\$ 600.00
646.9000	Colored Pavement Markings	SF	13200	\$ 20.00	\$ 264,000.00
675.2000	Traffic Sign, Flat Sheet Aluminum	SF	162	\$ 25.00	\$ 4,050.00
675.3410	Square Tube Sign Post and Anchor	LF	620	\$ 25.00	\$ 15,500.00
676.2000	Delineator with Flexible Post	EACH	310	\$ 300.00	\$ 93,000.00
	MISCELLANEOUS ROADWAY		15% OF ABOVE TOTAL		\$ 43,477.50
	MISCELLANEOUS EPSC				\$ 10,000.00
			SUBTOTAL A		\$ 436,327.50

SECTION B - TRAFFIC CONTROL

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
630.1500	Flaggers	HR	160	\$ 50.00	\$ 8,000.00
641.1100	Traffic Control, All-Inclusive	LS	1	\$ 30,000.00	\$ 30,000.00
			SUBTOTAL B		\$ 474,327.50

SECTION C - MOBILIZATION AND CONTINGENCIES

ROADWAY MOBILIZATION	10%	\$	47,432.75
	SUBTOTAL C	\$	521,760.25



125 College Street
4th Floor
Burlington, VT 05401
(802) 860-1331

Calc. By:	LSB	Date:	12/5/2024
Chck. By:	JAO	Date:	12/12/2024
Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

GREEN ACRES DRIVE ALTERNATIVE 2

SECTION D - CONSTRUCTION (CON)

ROUNDED CONSTRUCTION SUBTOTAL:	\$	522,000.00
CONTINGENCY	15% \$	78,300.00
CONSTRUCTION ENGINEERING	5% \$	30,015.00
EOR CONSTRUCTION ADMINISTRATION	3% \$	18,010.00
CON TOTAL FOR PLANNING	\$	648,325.00

SECTION E - RIGHT-OF-WAY (ROW)

TAKES	\$0.00
EASEMENTS	\$2,000.00
ROW TOTAL	\$2,000.00

SECTION F - DESIGN SERVICES

FINAL DESIGN	\$97,250.00
BID PHASE SERVICES	\$6,000.00
PE TOTAL	\$103,250.00

PROJECT TOTAL COST (CON+PE)	\$753,575.00
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125 College Street
4th Floor
Burlington, VT 05401
(802) 860-1331

Calc. By:	AMS	Date:	4/2/2025
Chck. By:	TAS	Date:	4/4/2025
Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

GREEN ACRES DRIVE ALTERNATIVE 2 - SEASONAL ZONE (NO PAINT)

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
675.2000	Traffic Sign, Flat Sheet Aluminum	SF	162	\$ 25.00	\$ 4,050.00
675.3410	Square Tube Sign Post and Anchor	LF	620	\$ 25.00	\$ 15,500.00
676.2000	Delineator with Flexible Post	EACH	310	\$ 300.00	\$ 93,000.00
	MISCELLANEOUS ROADWAY		15% OF ABOVE TOTAL		\$ 2,932.50
	MISCELLANEOUS EPSC				\$ 10,000.00
			SUBTOTAL A		\$ 125,482.50

SECTION B - TRAFFIC CONTROL

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
630.1500	Flaggers	HR	40	\$ 50.00	\$ 2,000.00
641.1100	Traffic Control, All-Inclusive	LS	1	\$ 10,000.00	\$ 10,000.00
			SUBTOTAL B		\$ 137,482.50

SECTION C - MOBILIZATION AND CONTINGENCIES

ROADWAY MOBILIZATION	10%	\$	13,748.25
	SUBTOTAL C	\$	151,230.75

SECTION D - CONSTRUCTION (CON)

ROUNDED CONSTRUCTION SUBTOTAL:	\$	152,000.00
CONTINGENCY	15%	\$ 22,800.00
CONSTRUCTION ENGINEERING	5%	\$ 8,740.00
EOR CONSTRUCTION ADMINISTRATION	3%	\$ 5,250.00
CON TOTAL FOR PLANNING		<u>\$ 188,790.00</u>

SECTION E - RIGHT-OF-WAY (ROW)

TAKES	\$0.00
EASEMENTS	<u>\$2,000.00</u>
ROW TOTAL	<u>\$2,000.00</u>



125 College Street
4th Floor
Burlington, VT 05401
(802) 860-1331

Calc. By:	AMS	Date:	4/2/2025
Chck. By:	TAS	Date:	4/4/2025
Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

GREEN ACRES DRIVE ALTERNATIVE 2 - SEASONAL ZONE (NO PAINT)

SECTION F - DESIGN SERVICES

FINAL DESIGN	\$50,000.00
BID PHASE SERVICES	\$6,000.00
PE TOTAL	\$56,000.00

PROJECT TOTAL COST (CON+PE)	\$246,790.00
------------------------------------	---------------------

This Engineers Estimate of Probable Construction Costs is based on the anticipated scope of work, as well as Hoyle Tanner's experience with similar projects and understanding of current industry trends. The estimate has not been based on a final design for this project, and as such, it is intended to be preliminary in nature. It should be noted that changes in material or labor costs in the construction industry could impact the project cost in either direction.



125 College Street
4th Floor
Burlington, VT 05401
(802) 860-1331

Calc. By:	LSB	Date:	11/26/2024
Chck. By:	JAO	Date:	12/12/2024
Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

GREEN ACRES DRIVE ALTERNATIVE 3

SECTION A - MAJOR ITEMS

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
201.1000	Clearing and Grubbing, Including Individual Trees and Stumps	LS	1	\$ 20,000.00	\$ 20,000.00
201.1500	Removing Medium Trees	EACH	2	\$ 1,000.00	\$ 2,000.00
203.1500	Common Excavation	CY	800	\$ 25.00	\$ 20,000.00
203.2800	Excavation of Surfaces and Pavements	CY	35	\$ 50.00	\$ 1,750.00
203.3000	Earth Borrow	CY	500	\$ 25.00	\$ 12,500.00
301.2500	Subbase of Crushed Gravel, Coarse Graded	CY	460	\$ 65.00	\$ 29,900.00
616.2100	Vertical Granite Curb	LF	290	\$ 100.00	\$ 29,000.00
616.4100	Removal of Existing Curb	LF	275	\$ 15.00	\$ 4,125.00
618.1005	Portland Cement Concrete Sidewalk, 5 Inch	SY	2150	\$ 200.00	\$ 430,000.00
620.5500	Removal of Existing Fence	LF	137	\$ 10.00	\$ 1,370.00
629.3600	Relocate Hydrant	EACH	1	\$ 10,000.00	\$ 10,000.00
646.4840	Durable 24 Inch Stop Bar, Polyurea	LF	15	\$ 20.00	\$ 300.00
646.5040	Durable Crosswalk Marking, Polyurea	LF	34	\$ 30.00	\$ 1,020.00
651.1500	Turf Establishment, General Seed	SY	1250	\$ 10.00	\$ 12,499.52
651.3500	Topsoil	CY	6	\$ 55.00	\$ 330.00
675.2000	Traffic Sign, Flat Sheet Aluminum	SF	7	\$ 25.00	\$ 175.00
675.3410	Square Tube Sign Post and Anchor	LF	15	\$ 25.00	\$ 375.00
675.5000	Sign Removal, Flat Sheet Aluminum	EACH	2	\$ 30.00	\$ 60.00
675.6000	Resetting Signs	EACH	2	\$ 50.00	\$ 100.00
681.1010	Remove and Relocate Landscape Items	EACH	8	\$ 4,000.00	\$ 32,000.00
	MISCELLANEOUS ROADWAY		15% OF ABOVE TOTAL		\$ 91,125.68
	MISCELLANEOUS EPSC				\$ 10,000.00
	SUBTOTAL A				\$ 708,630.20

SECTION B - TRAFFIC CONTROL

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
630.1500	Flaggers	HR	160	\$ 50.00	\$ 8,000.00
641.1100	Traffic Control, All-Inclusive	LS	1	\$ 30,000.00	\$ 30,000.00
	SUBTOTAL B				\$ 746,630.20



125 College Street
4th Floor
Burlington, VT 05401
(802) 860-1331

Calc. By:	LSB	Date:	11/26/2024
Chck. By:	JAO	Date:	12/12/2024
Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

GREEN ACRES DRIVE ALTERNATIVE 3

SECTION C - MOBILIZATION AND CONTINGENCIES

ROADWAY MOBILIZATION	12%	\$	89,595.62
SUBTOTAL C		\$	836,225.82

SECTION D - CONSTRUCTION (CON)

ROUNDED CONSTRUCTION SUBTOTAL:	\$	837,000.00
CONTINGENCY	25% \$	209,250.00
CONSTRUCTION ENGINEERING	10% \$	104,625.00
EOR CONSTRUCTION ADMINISTRATION	3% \$	31,390.00
CON TOTAL FOR PLANNING	\$	1,182,265.00

SECTION E - RIGHT-OF-WAY (ROW)

TAKES	\$0.00
EASEMENTS	\$50,000.00
ROW TOTAL	\$50,000.00

SECTION F - DESIGN SERVICES

FINAL DESIGN	\$250,000.00
BID PHASE SERVICES	\$6,000.00
PE TOTAL	\$256,000.00

PROJECT TOTAL COST (CON+PE)	\$1,488,265.00
------------------------------------	-----------------------

This Engineers Estimate of Probable Construction Costs is based on the anticipated scope of work, as well as Hoyle Tanner's experience with similar projects and understanding of current industry trends. The estimate has not been based on a final design for this project, and as such, it is intended to be preliminary in nature. It should be noted that changes in material or labor costs in the construction industry could impact the project cost in either direction.



125 College Street
4th Floor
Burlington, VT 05401
(802) 860-1331

Calc. By:	LSB	Date:	10/24/2024
Chck. By:	JAO	Date:	12/12/2024
Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

GREEN ACRES DRIVE ALTERNATIVE 4

SECTION A - MAJOR ITEMS

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
201.1000	Clearing and Grubbing, Including Individual Trees and Stumps	LS	1	\$ 20,000.00	\$ 20,000.00
201.1500	Removing Medium Trees	EACH	0	\$ 1,000.00	\$ -
203.1500	Common Excavation	CY	775	\$ 25.00	\$ 19,375.00
203.2800	Excavation of Surfaces and Pavements	CY	240	\$ 50.00	\$ 12,000.00
203.3000	Earth Borrow	CY	500	\$ 25.00	\$ 12,500.00
301.2500	Subbase of Crushed Gravel, Coarse Graded	CY	425	\$ 65.00	\$ 27,625.00
406.3400	Bituminous Concrete Pavement, Non-Paver Placed, Type IVS	SY	140	\$ 50.00	\$ 7,000.00
604.1800	Precast Reinforced Concrete DI with Cast Iron Grate	EACH	0	\$ 6,500.00	\$ -
616.2100	Vertical Granite Curb	LF	1950	\$ 100.00	\$ 195,000.00
616.4100	Removal of Existing Curb	LF	1925	\$ 15.00	\$ 28,875.00
618.1005	Portland Cement Concrete Sidewalk, 5 Inch	SY	1050	\$ 200.00	\$ 210,000.00
620.5500	Removal of Existing Fence	LF	78	\$ 10.00	\$ 780.00
629.3600	Relocate Hydrant	EACH	2	\$ 10,000.00	\$ 20,000.00
646.4040	Durable 4 Inch White Line, Polyurea	LF	0	\$ 3.00	\$ -
646.4840	Durable 24 Inch Stop Bar, Polyurea	LF	15	\$ 20.00	\$ 300.00
646.4940	Durable Letter or Symbol, Polyurea	EACH	0	\$ 200.00	\$ -
646.5040	Durable Crosswalk Marking, Polyurea	LF	34	\$ 30.00	\$ 1,020.00
651.1500	Turf Establishment, General Seed	SY	1430	\$ 10.00	\$ 14,299.99
651.3500	Topsoil	CY	90	\$ 55.00	\$ 4,950.00
675.2000	Traffic Sign, Flat Sheet Aluminum	SF	7	\$ 25.00	\$ 175.00
675.3410	Square Tube Sign Post and Anchor	LF	15	\$ 25.00	\$ 375.00
675.5000	Sign Removal, Flat Sheet Aluminum	EACH	2	\$ 30.00	\$ 60.00
675.6000	Resetting Signs	EACH	2	\$ 50.00	\$ 100.00
681.1010	Remove and Relocate Landscape Items	EACH	4	\$ 4,000.00	\$ 16,000.00
	MISCELLANEOUS ROADWAY		15% OF ABOVE TOTAL		\$ 88,565.25
	MISCELLANEOUS EPSC				\$ 10,000.00
	SUBTOTAL A				\$ 689,000.24

SECTION B - TRAFFIC CONTROL

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST	COST
630.1500	Flaggers	HR	160	\$ 50.00	\$ 8,000.00
641.1100	Traffic Control, All-Inclusive	LS	1	\$ 30,000.00	\$ 30,000.00
	SUBTOTAL B				\$ 727,000.24



125 College Street
4th Floor
Burlington, VT 05401
(802) 860-1331

Calc. By:	LSB	Date:	10/24/2024
Chck. By:	JAO	Date:	12/12/2024
Chck. By:		Date:	
Chck. By:		Date:	

Burlington New North End Sidewalks
Engineers Estimate of Probable Construction Costs
Hoyle Tanner Project No. 21.120006.09

GREEN ACRES DRIVE ALTERNATIVE 4

SECTION C - MOBILIZATION AND CONTINGENCIES

ROADWAY MOBILIZATION	12%	\$	87,240.03
SUBTOTAL C		\$	814,240.26

SECTION D - CONSTRUCTION (CON)

ROUNDED CONSTRUCTION SUBTOTAL:	\$	815,000.00
CONTINGENCY	25% \$	203,750.00
CONSTRUCTION ENGINEERING	10% \$	101,875.00
EOR CONSTRUCTION ADMINISTRATION	3% \$	30,570.00
CON TOTAL FOR PLANNING	\$	1,151,195.00

SECTION E - RIGHT-OF-WAY (ROW)

TAKES	\$0.00
EASEMENTS	\$2,000.00
ROW TOTAL	\$2,000.00

SECTION F - DESIGN SERVICES

FINAL DESIGN	\$175,000.00
BID PHASE SERVICES	\$6,000.00
PE TOTAL	\$181,000.00

PROJECT TOTAL COST (CON+PE)	\$1,334,195.00
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This Engineers Estimate of Probable Construction Costs is based on the anticipated scope of work, as well as Hoyle Tanner's experience with similar projects and understanding of current industry trends. The estimate has not been based on a final design for this project, and as such, it is intended to be preliminary in nature. It should be noted that changes in material or labor costs in the construction industry could impact the project cost in either direction.

APPENDIX F

Natural and Cultural Resources:
Endangered Species Letter
Map of Hazardous Sites
Natural Resources Atlas
Farmland Classification Map
Wetland Map



LEGEND

Uncommon Species and other

- Plant
- Animal
- Natural Community

Rare Threatened and Endange

- RTE Animal
- RTE Plant

Significant Natural Communities

Indiana Bat Summer Range

- Observed
- Potential

Parcels (standardized)

Roads

- Interstate
- US Highway; 1
- State Highway
- Town Highway (Class 1)
- Town Highway (Class 2,3)
- Town Highway (Class 4)
- State Forest Trail
- National Forest Trail
- Legal Trail
- Private Road/Driveway
- Proposed Roads

Town Boundary

1: 12,937

November 22, 2024



NOTES

Map created using ANR's Natural Resources Atlas

657.0 0 328.00 657.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere

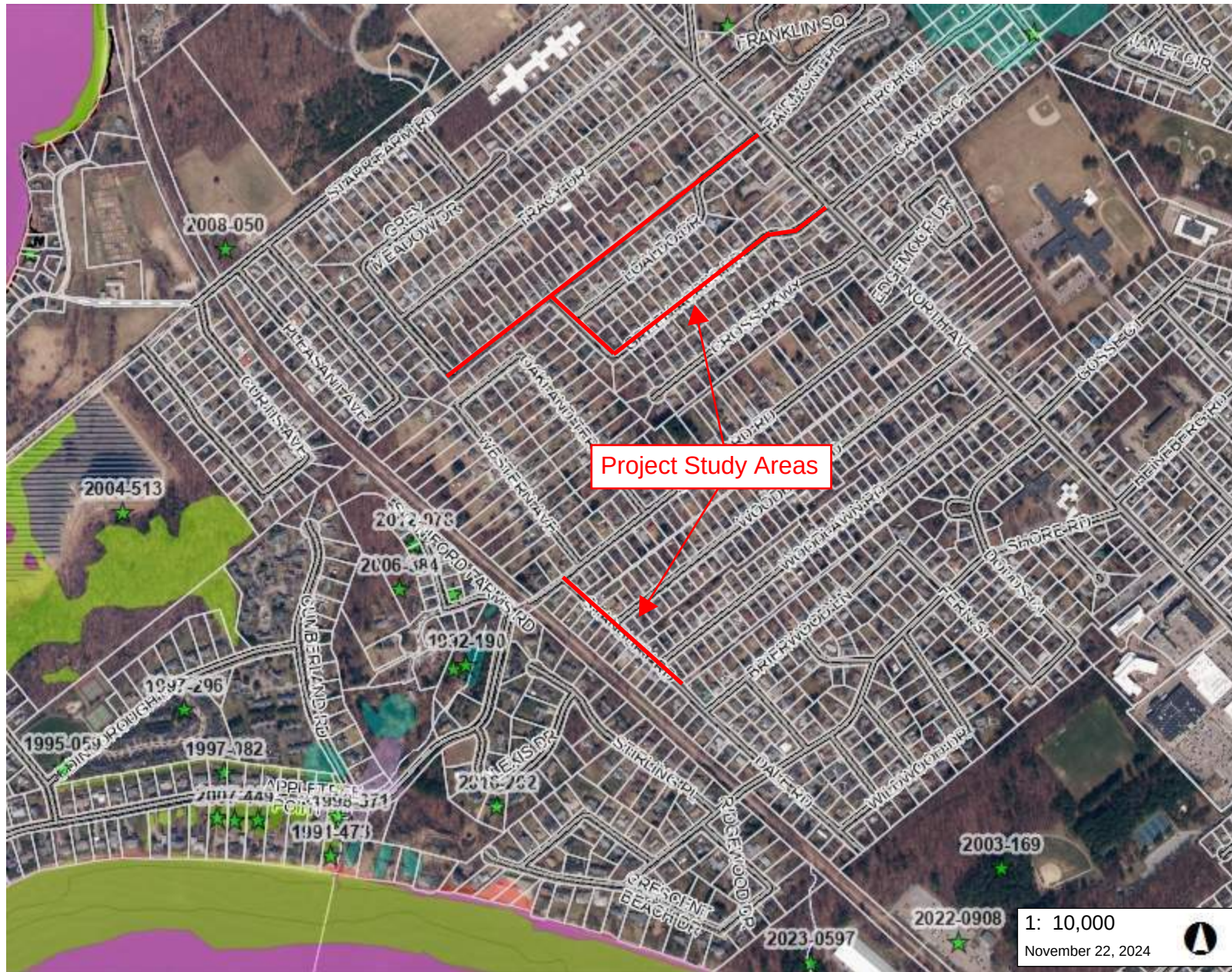
© Vermont Agency of Natural Resources

1" = 1078 Ft.

1cm = 129 Meters

THIS MAP IS NOT TO BE USED FOR NAVIGATION

DISCLAIMER: This map is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. ANR and the State of Vermont make no representations of any kind, including but not limited to, the warranties of merchantability, or fitness for a particular use, nor are any such warranties to be implied with respect to the data on this map.



LEGEND

- Wetland
- Wetland Projects
- Wetlands - VSWI**
 - Class 1 Wetland
 - Class 2 Wetland
 - Buffer
- Wetlands - VSWI Advisory Lay
- Vermont Vernal Pool Atlas**
 - Confirmed
 - Potential
 - Probable
- VT List of Priority Rivers and S**
 - Part B (impaired TMDL not required)
 - Part C (stressed needs more assessment)
 - Part D (impaired with approved TMDL)
 - Part E (altered exotic species)
 - Part F (altered flow regulation)
 - Part G (channel alteration)
- VT List of Priority Lakes and P**
 - Part B (impaired TMDL not required)
 - Part C (stressed needs more assessment)
 - Part D (impaired with approved TMDL)
 - Part E (altered exotic species)
 - Part F (altered flow regulation)
- DFIRM Floodways
- Special Flood Hazard Areas (A Counties)**
 - AE (1-percent annual chance flood)
 - A (1-percent annual chance floodpl)

1: 10,000

November 22, 2024



508.0 0 254.00 508.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere

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1" = 833 Ft. 1cm = 100 Meters

THIS MAP IS NOT TO BE USED FOR NAVIGATION

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IMPORTANT! The Wetlands Viewer is designed to help the public research wetland locations and features. Only a qualified wetland scientist may determine the absence or presence of a wetland and the boundaries. Not all wetlands are mapped. Wetlands not mapped on the Vermont Significant Wetland Inventory may still be considered significant.



United States Department of the Interior

FISH AND WILDLIFE SERVICE
New England Ecological Services Field Office
70 Commercial Street, Suite 300
Concord, NH 03301-5094
Phone: (603) 223-2541 Fax: (603) 223-0104



In Reply Refer To:

11/22/2024 12:28:35 UTC

Project Code: 2025-0023185

Project Name: Burlington New North End Sidewalk Scoping Study

Subject: List of threatened and endangered species that may occur in your proposed project location or may be affected by your proposed project

To Whom It May Concern:

Updated 4/12/2023 - Please review this letter each time you request an Official Species List, we will continue to update it with additional information and links to websites may change.

About Official Species Lists

The purpose of the Act is to provide a means whereby threatened and endangered species and the ecosystems upon which they depend may be conserved. Federal and non-Federal project proponents have responsibilities under the Act to consider effects on listed species.

The enclosed species list identifies threatened, endangered, proposed, and candidate species, as well as proposed and final designated critical habitat, that may occur within the boundary of your proposed project and/or may be affected by your proposed project. The species list fulfills the requirements of the U.S. Fish and Wildlife Service (Service) under section 7(c) of the Endangered Species Act (Act) of 1973, as amended (16 U.S.C. 1531 et seq.).

New information based on updated surveys, changes in the abundance and distribution of species, changed habitat conditions, or other factors could change this list. Please note that under 50 CFR 402.12(e) of the regulations implementing section 7 of the Act, the accuracy of this species list should be verified after 90 days. The Service recommends that verification be completed by visiting the IPaC website at regular intervals during project planning and implementation for updates to species lists and information. An updated list may be requested by returning to an existing project's page in IPaC.

Endangered Species Act Project Review

Please visit the “**New England Field Office Endangered Species Project Review and Consultation**” website for step-by-step instructions on how to consider effects on listed

species and prepare and submit a project review package if necessary:

<https://www.fws.gov/office/new-england-ecological-services/endangered-species-project-review>

NOTE Please do not use the **Consultation Package Builder** tool in IPaC except in specific situations following coordination with our office. Please follow the project review guidance on our website instead and reference your **Project Code** in all correspondence.

Northern Long-eared Bat - (Updated 4/12/2023) The Service published a final rule to reclassify the northern long-eared bat (NLEB) as endangered on November 30, 2022. The final rule went into effect on March 31, 2023. You may utilize the **Northern Long-eared Bat Rangewide Determination Key** available in IPaC. More information about this Determination Key and the Interim Consultation Framework are available on the northern long-eared bat species page:

<https://www.fws.gov/species/northern-long-eared-bat-myotis-septentrionalis>

For projects that previously utilized the 4(d) Determination Key, the change in the species' status may trigger the need to re-initiate consultation for any actions that are not completed and for which the Federal action agency retains discretion once the new listing determination becomes effective. If your project was not completed by March 31, 2023, and may result in incidental take of NLEB, please reach out to our office at newengland@fws.gov to see if reinitiation is necessary.

Additional Info About Section 7 of the Act

Under section 7(a)(2) of the Act and its implementing regulations (50 CFR 402 et seq.), Federal agencies are required to determine whether projects may affect threatened and endangered species and/or designated critical habitat. If a Federal agency, or its non-Federal representative, determines that listed species and/or designated critical habitat may be affected by the proposed project, the agency is required to consult with the Service pursuant to 50 CFR 402. In addition, the Federal agency also may need to consider proposed species and proposed critical habitat in the consultation. 50 CFR 402.14(c)(1) specifies the information required for consultation under the Act regardless of the format of the evaluation. More information on the regulations and procedures for section 7 consultation, including the role of permit or license applicants, can be found in the "Endangered Species Consultation Handbook" at:

<https://www.fws.gov/service/section-7-consultations>

In addition to consultation requirements under Section 7(a)(2) of the ESA, please note that under sections 7(a)(1) of the Act and its implementing regulations (50 CFR 402 et seq.), Federal agencies are required to utilize their authorities to carry out programs for the conservation of threatened and endangered species. Please contact NEFO if you would like more information.

Candidate species that appear on the enclosed species list have no current protections under the ESA. The species' occurrence on an official species list does not convey a requirement to

consider impacts to this species as you would a proposed, threatened, or endangered species. The ESA does not provide for interagency consultations on candidate species under section 7, however, the Service recommends that all project proponents incorporate measures into projects to benefit candidate species and their habitats wherever possible.

Migratory Birds

In addition to responsibilities to protect threatened and endangered species under the Endangered Species Act (ESA), there are additional responsibilities under the Migratory Bird Treaty Act (MBTA) and the Bald and Golden Eagle Protection Act (BGEPA) to protect native birds from project-related impacts. Any activity, intentional or unintentional, resulting in take of migratory birds, including eagles, is prohibited unless otherwise permitted by the U.S. Fish and Wildlife Service (50 C.F.R. Sec. 10.12 and 16 U.S.C. Sec. 668(a)). For more information regarding these Acts see:

<https://www.fws.gov/program/migratory-bird-permit>

<https://www.fws.gov/library/collections/bald-and-golden-eagle-management>

Please feel free to contact us at **newengland@fws.gov** with your **Project Code** in the subject line if you need more information or assistance regarding the potential impacts to federally proposed, listed, and candidate species and federally designated and proposed critical habitat.

Attachment(s): Official Species List

Attachment(s):

- Official Species List

OFFICIAL SPECIES LIST

This list is provided pursuant to Section 7 of the Endangered Species Act, and fulfills the requirement for Federal agencies to "request of the Secretary of the Interior information whether any species which is listed or proposed to be listed may be present in the area of a proposed action".

This species list is provided by:

New England Ecological Services Field Office

70 Commercial Street, Suite 300

Concord, NH 03301-5094

(603) 223-2541

PROJECT SUMMARY

Project Code: 2025-0023185

Project Name: Burlington New North End Sidewalk Scoping Study

Project Type: Residential Construction

Project Description: The project is to assess the possibility of a sidewalk on one or both sides of the street within the study areas.

Project Location:

The approximate location of the project can be viewed in Google Maps: <https://www.google.com/maps/@44.5108754,-73.25764979319464,14z>



Counties: Chittenden County, Vermont

ENDANGERED SPECIES ACT SPECIES

There is a total of 1 threatened, endangered, or candidate species on this species list.

Species on this list should be considered in an effects analysis for your project and could include species that exist in another geographic area. For example, certain fish may appear on the species list because a project could affect downstream species.

IPaC does not display listed species or critical habitats under the sole jurisdiction of NOAA Fisheries¹, as USFWS does not have the authority to speak on behalf of NOAA and the Department of Commerce.

See the "Critical habitats" section below for those critical habitats that lie wholly or partially within your project area under this office's jurisdiction. Please contact the designated FWS office if you have questions.

-
1. [NOAA Fisheries](#), also known as the National Marine Fisheries Service (NMFS), is an office of the National Oceanic and Atmospheric Administration within the Department of Commerce.

INSECTS

NAME	STATUS
Monarch Butterfly <i>Danaus plexippus</i> No critical habitat has been designated for this species. Species profile: https://ecos.fws.gov/ecp/species/9743	Candidate

CRITICAL HABITATS

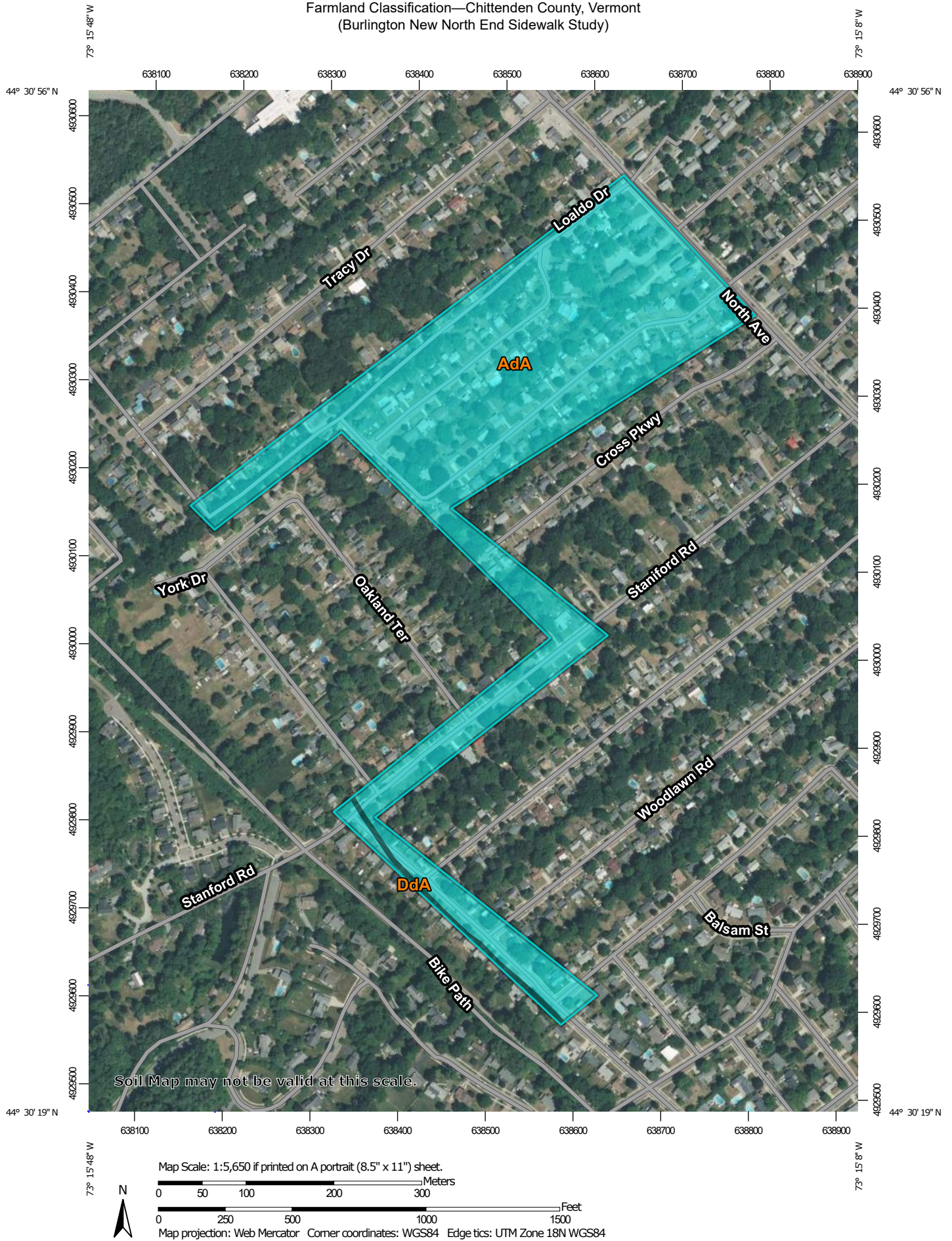
THERE ARE NO CRITICAL HABITATS WITHIN YOUR PROJECT AREA UNDER THIS OFFICE'S JURISDICTION.

YOU ARE STILL REQUIRED TO DETERMINE IF YOUR PROJECT(S) MAY HAVE EFFECTS ON ALL ABOVE LISTED SPECIES.

IPAC USER CONTACT INFORMATION

Agency: Private Entity
Name: Melinda Squillace
Address: 125 College Street, 4th Floor
City: Burlington
State: VT
Zip: 05401
Email: msquillace@hoyletanner.com
Phone: 8023386180

Farmland Classification—Chittenden County, Vermont
(Burlington New North End Sidewalk Study)



Farmland Classification—Chittenden County, Vermont
(Burlington New North End Sidewalk Study)

MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

Soil Rating Polygons

-  Not prime farmland
-  All areas are prime farmland
-  Prime farmland if drained
-  Prime farmland if protected from flooding or not frequently flooded during the growing season
-  Prime farmland if irrigated
-  Prime farmland if drained and either protected from flooding or not frequently flooded during the growing season
-  Prime farmland if irrigated and drained
-  Prime farmland if irrigated and either protected from flooding or not frequently flooded during the growing season

-  Prime farmland if subsoiled, completely removing the root inhibiting soil layer
-  Prime farmland if irrigated and the product of I (soil erodibility) x C (climate factor) does not exceed 60
-  Prime farmland if irrigated and reclaimed of excess salts and sodium
-  Farmland of statewide importance
-  Farmland of statewide importance, if drained
-  Farmland of statewide importance, if protected from flooding or not frequently flooded during the growing season
-  Farmland of statewide importance, if irrigated

-  Farmland of statewide importance, if drained and either protected from flooding or not frequently flooded during the growing season
-  Farmland of statewide importance, if irrigated and drained
-  Farmland of statewide importance, if irrigated and either protected from flooding or not frequently flooded during the growing season
-  Farmland of statewide importance, if subsoiled, completely removing the root inhibiting soil layer
-  Farmland of statewide importance, if irrigated and the product of I (soil erodibility) x C (climate factor) does not exceed 60

-  Farmland of statewide importance, if irrigated and reclaimed of excess salts and sodium
-  Farmland of statewide importance, if drained or either protected from flooding or not frequently flooded during the growing season
-  Farmland of statewide importance, if warm enough, and either drained or either protected from flooding or not frequently flooded during the growing season
-  Farmland of statewide importance, if warm enough
-  Farmland of statewide importance, if thawed
-  Farmland of local importance
-  Farmland of local importance, if irrigated

-  Farmland of unique importance
-  Not rated or not available

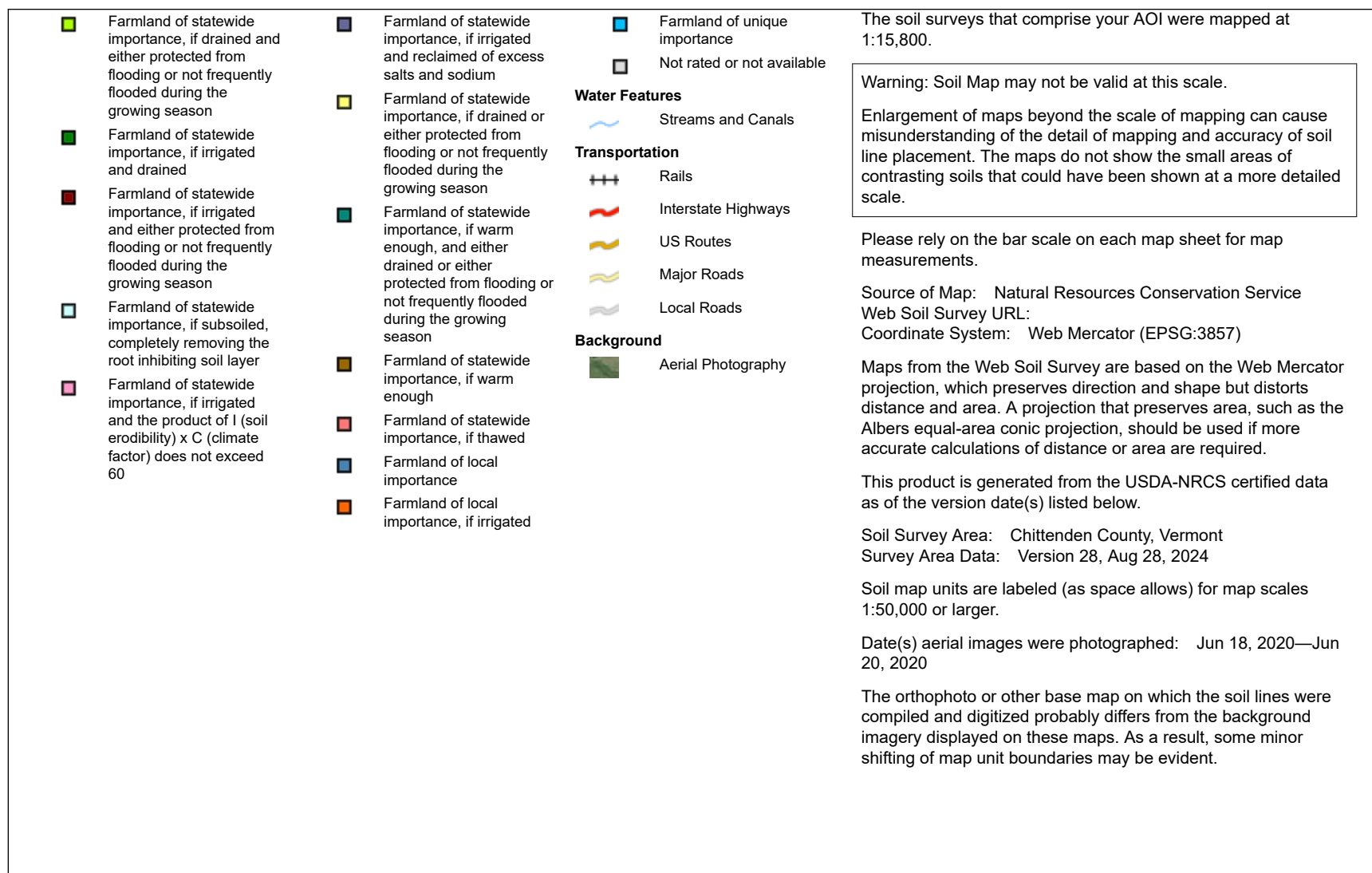
Soil Rating Lines

-  Not prime farmland
-  All areas are prime farmland
-  Prime farmland if drained
-  Prime farmland if protected from flooding or not frequently flooded during the growing season
-  Prime farmland if irrigated
-  Prime farmland if drained and either protected from flooding or not frequently flooded during the growing season
-  Prime farmland if irrigated and drained
-  Prime farmland if irrigated and either protected from flooding or not frequently flooded during the growing season

Farmland Classification—Chittenden County, Vermont
(Burlington New North End Sidewalk Study)

	Prime farmland if subsoiled, completely removing the root inhibiting soil layer		Farmland of statewide importance, if drained and either protected from flooding or not frequently flooded during the growing season		Farmland of statewide importance, if irrigated and reclaimed of excess salts and sodium		Farmland of unique importance		Prime farmland if subsoiled, completely removing the root inhibiting soil layer
	Prime farmland if irrigated and the product of I (soil erodibility) x C (climate factor) does not exceed 60		Farmland of statewide importance, if irrigated and drained		Farmland of statewide importance, if drained or either protected from flooding or not frequently flooded during the growing season	Soil Rating Points			Prime farmland if irrigated and the product of I (soil erodibility) x C (climate factor) does not exceed 60
	Prime farmland if irrigated and reclaimed of excess salts and sodium		Farmland of statewide importance, if irrigated and either protected from flooding or not frequently flooded during the growing season		Farmland of statewide importance, if warm enough, and either drained or either protected from flooding or not frequently flooded during the growing season		Not prime farmland		Prime farmland if irrigated and reclaimed of excess salts and sodium
	Farmland of statewide importance		Farmland of statewide importance, if subsoiled, completely removing the root inhibiting soil layer		Farmland of statewide importance, if warm enough		Prime farmland if drained		Farmland of statewide importance
	Farmland of statewide importance, if drained		Farmland of statewide importance, if irrigated and the product of I (soil erodibility) x C (climate factor) does not exceed 60		Farmland of statewide importance, if thawed		Prime farmland if protected from flooding or not frequently flooded during the growing season		Farmland of statewide importance, if drained
	Farmland of statewide importance, if protected from flooding or not frequently flooded during the growing season				Farmland of local importance		Prime farmland if irrigated		Farmland of statewide importance, if protected from flooding or not frequently flooded during the growing season
	Farmland of statewide importance, if irrigated				Farmland of local importance, if irrigated		Prime farmland if drained and either protected from flooding or not frequently flooded during the growing season		Farmland of statewide importance, if irrigated

Farmland Classification—Chittenden County, Vermont
(Burlington New North End Sidewalk Study)



Farmland Classification

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
AdA	Adams and Windsor loamy sands, 0 to 5 percent slopes	Farmland of statewide importance	30.6	98.1%
DdA	Duane and Deerfield soils, 0 to 5 percent slopes	Farmland of statewide importance	0.6	1.9%
Totals for Area of Interest			31.2	100.0%

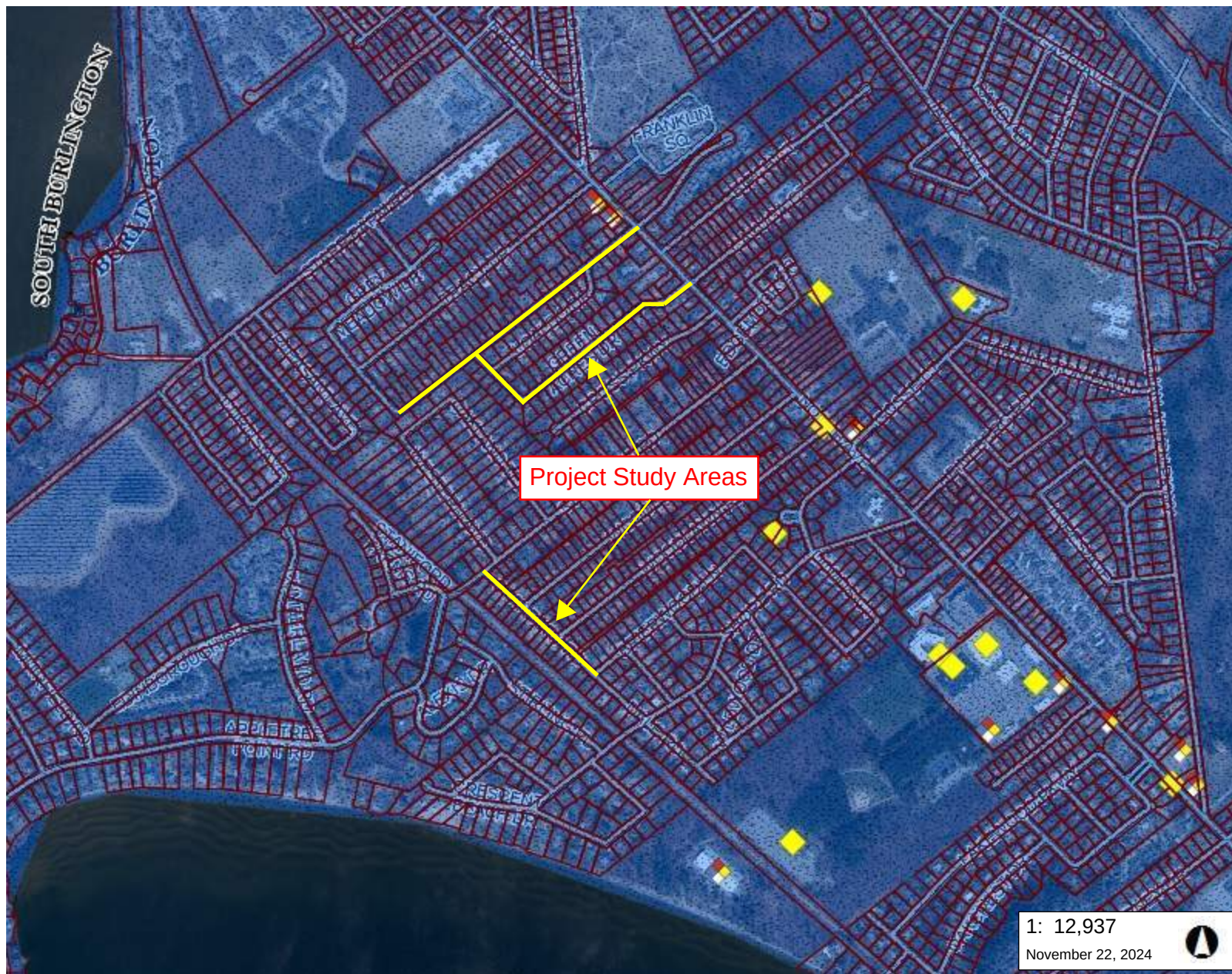
Description

Farmland classification identifies map units as prime farmland, farmland of statewide importance, farmland of local importance, or unique farmland. It identifies the location and extent of the soils that are best suited to food, feed, fiber, forage, and oilseed crops. NRCS policy and procedures on prime and unique farmlands are published in the "Federal Register," Vol. 43, No. 21, January 31, 1978.

Rating Options

Aggregation Method: No Aggregation Necessary

Tie-break Rule: Lower



LEGEND

PFAS Results (Waste Manage

- ◆ Hazsite, Non-Detect
- ◆ Hazsite, Below Standard
- ◆ Hazsite, Detected-No Standards
- ◆ Hazsite, Above Standard
- Residuals, Non-Detect
- Residuals, Below Standard
- Residuals, Detected-No Standards
- Residuals, Above Standard
- ▲ Solid Waste, Non-Detect
- ▲ Solid Waste, Below Standard
- ▲ Solid Waste, Detected-No Standard
- ▲ Solid Waste, Above Standard
- Waste Water, Non Detect
- Waste Water, Below Standard
- Waste Water, Detected-No Standar
- Waste Water, Above Standard

- ◆ Hazardous Site
- ◆ Hazardous Waste Generators
- Aboveground Storage Tank
- Urban Soil Background Areas
- PFAS Results (Drinking Water)
- DETECTION
- NON DETECT

- Waste Water Facilities
- Parcels (standardized)
- Roads

NOTES

Map created using ANR's Natural Resources Atlas

657.0 0 328.00 657.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere

© Vermont Agency of Natural Resources

1" = 1078 Ft.

1cm = 129 Meters

THIS MAP IS NOT TO BE USED FOR NAVIGATION

DISCLAIMER: This map is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. ANR and the State of Vermont make no representations of any kind, including but not limited to, the warranties of merchantability, or fitness for a particular use, nor are any such warranties to be implied with respect to the data on this map.

1: 12,937

November 22, 2024



APPENDIX G

Cottage Grove Traffic Volume and Speed Data

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: A to B, None Specified

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/21/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	1	0	0	0	1	0	0	0	1	3
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:00	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
8:00	0	0	0	1	0	1	0	1	1	0	0	0	0	0	4
9:00	0	0	0	0	0	2	0	1	1	0	0	0	0	0	4
10:00	0	0	0	0	0	2	3	1	1	0	0	0	0	0	7
11:00	0	0	0	0	1	0	0	1	1	0	0	0	0	0	3
12:00 PM	0	0	0	1	0	0	1	0	1	0	0	0	0	0	3
1:00	0	0	1	0	1	0	1	3	2	0	0	0	0	0	8
2:00	0	0	0	0	0	2	6	3	2	1	1	0	0	0	15
3:00	0	0	0	1	1	1	1	2	3	0	0	1	0	0	10
4:00	0	0	0	1	0	2	2	3	3	0	1	0	0	0	12
5:00	0	0	0	2	1	4	3	3	6	1	0	2	0	0	22
6:00	0	0	0	1	0	0	0	2	0	0	1	0	0	0	4
7:00	0	0	0	0	0	1	5	4	3	0	0	0	0	0	13
8:00	0	0	0	0	1	0	3	1	0	0	0	0	0	0	5
9:00	0	0	0	0	0	1	2	2	0	0	0	0	0	0	5
10:00	0	0	0	0	0	1	0	0	2	0	0	0	0	0	3
11:00	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1
Total	0	0	1	7	5	18	27	27	26	4	4	3	0	1	123
Percentile			15th		50th		85th		95th						
Speed			16		21		26		30						
Mean Speed (Average)			22.3												
10 MPH Pace Speed			17-26												
Number in Pace			86												
Percent in Pace			69.9%												
Number > 45 MPH			1												
Percent > 45 MPH			0.8%												

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: A to B, None Specified

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/22/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	Total
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
6:00	0	0	1	0	0	0	0	1	0	0	0	0	0	0	2
7:00	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
8:00	0	0	0	0	0	2	1	1	0	1	0	0	0	0	5
9:00	0	0	0	0	0	3	2	0	2	0	0	0	0	0	7
10:00	0	0	0	1	0	0	3	1	0	0	0	0	0	0	5
11:00	0	0	0	0	1	0	4	0	1	0	0	0	0	0	6
12:00 PM	0	0	0	1	1	0	1	1	1	0	0	0	0	0	5
1:00	0	0	0	0	1	1	2	3	1	0	0	0	0	0	8
2:00	0	0	0	1	2	1	2	3	1	0	0	0	0	0	10
3:00	0	0	0	0	0	1	0	5	2	1	0	0	0	1	10
4:00	0	0	0	1	0	2	2	3	2	1	1	0	0	0	12
5:00	0	0	0	0	0	0	1	4	2	0	0	1	0	0	8
6:00	0	0	0	0	3	0	2	3	0	0	0	0	0	0	8
7:00	0	0	0	0	0	0	5	0	2	1	1	0	0	0	9
8:00	0	0	0	0	1	0	0	1	1	1	1	0	0	0	5
9:00	0	0	0	1	0	0	2	2	1	0	0	0	0	0	6
10:00	0	0	0	0	0	2	1	0	0	0	0	0	0	0	3
11:00	0	0	0	0	0	1	0	0	0	1	0	0	0	0	2
Total	0	0	1	5	9	14	28	29	16	6	3	1	1	1	114
Percentile				15th	50th	85th	95th								
Speed				15	21	25	30								
Mean Speed (Average)				22.0											
10 MPH Pace Speed				17-26											
Number in Pace				78											
Percent in Pace				68.4%											
Number > 45 MPH				1											
Percent > 45 MPH				0.9%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: A to B, None Specified

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/23/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1
7:00	0	0	0	0	2	1	0	0	0	0	1	0	0	0	4
8:00	0	0	0	0	0	0	0	1	2	0	0	0	0	0	3
9:00	0	1	0	0	1	0	2	0	1	0	0	0	0	0	5
10:00	0	0	0	0	1	1	1	1	0	0	0	0	0	0	4
11:00	0	0	0	0	0	2	0	1	1	1	1	0	0	0	6
12:00 PM	0	0	0	1	0	1	1	1	4	0	0	0	0	0	8
1:00	0	0	1	0	2	1	5	2	5	0	0	0	0	0	16
2:00	0	0	0	1	0	2	1	1	2	1	0	0	0	0	8
3:00	0	0	1	1	0	3	5	2	5	1	1	0	0	0	19
4:00	0	0	1	1	1	0	1	6	3	0	0	0	0	0	13
5:00	0	0	1	0	1	1	4	2	0	3	1	0	0	0	13
6:00	0	0	1	2	0	0	4	1	2	0	0	0	0	0	10
7:00	0	0	0	0	1	0	2	3	3	0	0	1	0	0	10
8:00	0	0	0	0	1	0	3	2	1	0	0	0	0	0	7
9:00	0	0	0	0	0	0	2	2	0	1	0	0	0	0	5
10:00	0	0	0	0	0	1	2	0	0	0	0	0	0	0	3
11:00	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
Total	0	1	5	6	10	13	33	25	30	7	6	1	0	0	137
Percentile				15th	50th	85th	95th								
Speed				15	21	26	30								
Mean Speed (Average)				20.8											
10 MPH Pace Speed				17-26											
Number in Pace				92											
Percent in Pace				67.2%											
Number > 45 MPH				0											
Percent > 45 MPH				0.0%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: A to B, None Specified

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/24/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	1	0	0	1	0	0	0	0	0	2
1:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	1	0	0	1	0	0	0	0	0	2
6:00	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
7:00	0	0	0	0	0	1	1	1	0	0	0	0	0	0	3
8:00	0	0	0	1	0	0	0	1	1	0	0	1	0	0	4
9:00	0	0	0	0	0	4	1	3	2	0	0	0	0	0	10
10:00	0	0	0	0	0	0	2	2	0	0	0	0	0	0	4
11:00	0	0	0	0	0	3	1	2	4	0	0	0	0	0	10
12:00 PM	0	0	0	1	0	0	3	2	3	0	0	0	0	0	9
1:00	0	0	0	0	0	0	4	3	1	1	0	0	0	0	9
2:00	0	0	0	0	1	1	1	1	2	0	0	0	0	0	6
3:00	0	0	0	0	0	3	0	3	1	0	0	0	0	0	7
4:00	0	0	0	0	0	1	4	2	1	1	0	0	0	0	9
5:00	0	0	0	0	0	0	1	1	3	2	0	0	0	0	7
6:00	0	0	0	0	1	0	2	2	0	1	0	0	0	0	6
7:00	0	0	0	1	0	1	3	0	2	0	0	0	0	0	7
8:00	0	0	0	0	0	0	3	2	0	1	0	0	0	0	6
9:00	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
10:00	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
11:00	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
Total	0	0	0	3	4	17	28	25	22	6	0	1	0	0	106
Percentile				15th	50th	85th	95th								
Speed				17	21	25	28								
Mean Speed (Average)				21.2											
10 MPH Pace Speed				17-26											
Number in Pace				80											
Percent in Pace				75.5%											
Number > 45 MPH				0											
Percent > 45 MPH				0.0%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: A to B, None Specified

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/25/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:00	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
8:00	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
9:00	0	0	0	0	1	4	0	3	1	1	0	0	0	0	10
10:00	0	0	0	0	1	0	2	1	2	0	1	1	0	0	8
11:00	0	0	1	1	0	1	2	4	0	0	0	0	0	0	9
12:00 PM	0	0	0	0	0	0	2	3	0	1	0	0	0	0	6
1:00	0	0	0	0	1	1	1	2	1	0	1	0	0	0	7
2:00	0	0	0	1	1	1	1	2	3	2	0	0	0	0	11
3:00	0	0	0	0	0	2	1	1	2	0	0	0	0	0	6
4:00	0	0	0	0	1	0	5	0	1	0	1	0	0	0	8
5:00	0	0	0	1	0	2	2	4	0	2	0	0	0	0	11
6:00	0	0	0	2	1	1	2	0	2	0	0	0	0	0	8
7:00	0	0	0	0	0	0	3	2	0	0	1	0	0	0	6
8:00	0	0	0	0	0	0	2	2	0	1	0	0	0	0	5
9:00	0	0	0	0	0	0	4	0	1	0	0	0	0	0	5
10:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	1	5	6	13	27	25	14	8	4	1	0	0	104
Percentile			15th		50th		85th		95th						
Speed			16		21		26		30						
Mean Speed (Average)			21.1												
10 MPH Pace Speed			16-25												
Number in Pace			70												
Percent in Pace			67.3%												
Number > 45 MPH			0												
Percent > 45 MPH			0.0%												

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: A to B, None Specified

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/26/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:00	0	3	1	0	1	0	1	0	1	0	0	0	0	0	7
8:00	0	0	0	0	0	1	1	2	0	0	0	0	0	0	4
9:00	0	0	0	0	1	2	0	2	0	0	0	0	0	0	5
10:00	0	0	0	0	0	0	0	3	1	0	0	0	0	0	4
11:00	0	0	0	0	1	1	0	2	1	0	0	0	0	0	5
12:00 PM	0	0	1	0	0	0	1	0	2	1	0	1	0	0	6
1:00	0	0	0	1	1	1	1	2	0	1	0	0	0	0	7
2:00	0	0	0	2	1	0	1	1	0	0	0	0	0	0	5
3:00	0	0	0	0	2	0	1	2	4	1	0	0	0	0	10
4:00	0	0	0	0	0	2	0	4	2	1	0	0	0	0	9
5:00	0	0	0	0	0	0	3	4	2	0	1	0	0	0	10
6:00	0	0	0	1	1	2	2	1	1	0	0	0	0	0	8
7:00	0	0	0	0	1	2	1	0	1	2	0	0	0	0	7
8:00	0	0	0	0	0	1	1	1	0	2	1	0	0	0	6
9:00	0	0	0	0	1	0	1	0	0	0	0	0	0	0	2
10:00	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
11:00	0	0	0	0	0	2	0	0	0	0	0	0	0	0	2
Total	0	3	2	4	10	15	15	24	15	8	2	1	0	0	99
Percentile				15th	50th	85th	95th								
Speed				14	21	26	28								
Mean Speed (Average)				20.2											
10 MPH Pace Speed				15-24											
Number in Pace				59											
Percent in Pace				59.6%											
Number > 45 MPH				0											
Percent > 45 MPH				0.0%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: A to B, None Specified

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/27/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
7:00	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
8:00	0	0	0	0	1	0	1	0	1	1	0	0	0	0	4
9:00	0	0	0	1	1	2	1	1	2	1	0	0	0	0	9
10:00	0	0	1	0	0	2	0	1	0	0	0	0	0	0	4
11:00	0	0	0	0	0	1	2	0	0	0	0	0	0	0	3
12:00 PM	0	0	0	1	1	0	1	1	2	0	0	0	0	0	6
1:00	0	0	1	1	2	2	0	0	0	0	0	0	0	0	6
2:00	0	0	0	0	1	1	2	2	1	0	0	0	0	0	7
3:00	0	1	0	1	0	1	2	2	0	0	0	0	0	0	7
4:00	0	0	0	0	2	3	6	3	5	1	0	0	0	0	20
5:00	0	0	0	1	0	0	0	5	4	1	0	1	0	0	12
6:00	0	0	0	0	1	1	5	0	1	0	0	0	0	0	8
7:00	0	0	0	0	0	2	0	0	0	0	0	0	0	0	2
8:00	0	0	0	0	1	1	1	2	1	1	0	0	0	0	7
9:00	0	0	0	0	1	1	1	1	0	1	0	0	0	0	5
10:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
11:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Total	0	1	2	5	11	19	23	18	18	6	0	1	0	0	104
Percentile				15th	50th	85th	95th								
Speed				14	20	25	28								
Mean Speed (Average)				19.8											
10 MPH Pace Speed				15-24											
Number in Pace				66											
Percent in Pace				63.5%											
Number > 45 MPH				0											
Percent > 45 MPH				0.0%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: A to B, None Specified

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/28/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:00	0	0	0	0	0	1	0	1	1	1	0	0	0	0	4
8:00	0	0	0	0	3	2	0	2	1	0	0	0	0	0	8
9:00	0	0	0	0	0	3	4	3	0	1	0	0	0	0	11
10:00	0	0	0	0	0	0	1	1	0	0	0	0	0	0	2
11:00	0	0	0	1	0	1	0	2	1	1	0	0	0	0	6
12:00 PM	0	0	0	0	1	2	2	1	1	0	0	0	0	0	7
1:00	0	1	0	1	0	0	4	0	1	3	0	0	0	0	10
2:00	0	0	0	0	0	2	3	1	2	0	0	0	0	0	8
3:00	0	0	0	1	0	0	4	0	0	0	0	0	0	0	5
4:00	0	0	0	1	0	1	3	2	2	0	0	0	0	0	9
5:00	0	0	0	0	1	1	2	2	4	1	0	0	0	0	11
6:00	0	0	0	0	1	0	0	5	2	1	0	0	1	0	10
7:00	0	0	0	1	0	2	4	2	0	0	0	0	0	0	9
8:00	0	0	0	0	0	1	1	2	1	0	0	0	0	0	5
9:00	0	0	0	0	0	0	1	2	1	0	0	0	0	0	4
10:00	0	0	0	0	0	1	1	0	0	0	0	0	0	0	2
11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	1	0	5	6	17	31	26	17	8	0	0	1	0	112
Percentile				15th	50th	85th	95th								
Speed				15	21	26	27								
Mean Speed (Average)				20.6											
10 MPH Pace Speed				16-25											
Number in Pace				80											
Percent in Pace				71.4%											
Number > 45 MPH				0											
Percent > 45 MPH				0.0%											
Grand Total	0	6	12	40	61	126	212	199	158	53	19	9	2	2	899
Stats				Percentile	15th	50th	85th	95th							
				Speed	15	21	26	29							
Mean Speed (Average)				21.0											
10 MPH Pace Speed				17-26											
Number in Pace				610											
Percent in Pace				67.9%											
Number > 45 MPH				2											
Percent > 45 MPH				0.2%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: B to A, None Specified

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/21/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
6:00	0	0	0	0	0	0	0	2	1	1	0	0	0	0	4
7:00	0	0	1	2	0	0	3	3	1	0	2	1	0	0	13
8:00	0	0	0	1	0	3	0	1	6	2	0	0	0	0	13
9:00	0	0	0	0	0	2	2	5	1	1	0	0	0	0	11
10:00	0	0	0	0	0	2	2	4	1	1	0	0	0	0	10
11:00	0	0	0	0	0	0	3	0	3	1	0	0	0	0	7
12:00 PM	0	0	0	0	0	1	2	0	1	3	0	0	0	0	7
1:00	0	0	0	0	0	1	1	4	2	2	0	1	0	0	11
2:00	0	0	0	0	0	0	1	2	1	0	1	0	0	0	5
3:00	0	0	0	0	1	1	0	2	4	0	0	0	0	0	8
4:00	0	0	0	0	0	3	2	4	5	0	1	1	0	0	16
5:00	0	0	0	1	0	0	1	2	3	1	0	0	0	0	8
6:00	0	0	0	0	1	2	1	5	1	0	0	1	0	0	11
7:00	0	0	0	0	0	2	1	3	1	0	1	0	1	0	9
8:00	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
9:00	0	0	0	0	0	0	0	2	0	2	0	0	0	0	4
10:00	0	0	0	0	0	0	1	0	1	1	0	0	0	0	3
11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	1	4	3	18	20	39	33	15	5	4	1	0	143
Percentile				15th	50th	85th	95th								
Speed				18	23	27	31								
Mean Speed (Average)				22.8											
10 MPH Pace Speed				17-26											
Number in Pace				98											
Percent in Pace				68.5%											
Number > 45 MPH				0											
Percent > 45 MPH				0.0%											

Burlington Department of Public Works
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Site Code: bURL176
Location 1: Cottage Grove
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Start Date: 6/21/2023
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Direction: B to A, None Specified

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/22/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	Total
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	1	0	1	0	0	0	2
2:00	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1
3:00	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
4:00	0	0	0	0	0	1	0	0	0	0	1	0	0	0	2
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	0	0	1	1	0	0	0	0	0	2
7:00	0	0	0	0	1	0	0	5	1	2	1	1	0	1	12
8:00	0	0	0	0	1	0	1	4	4	6	1	0	0	0	17
9:00	0	0	0	0	0	0	2	4	2	4	3	0	0	0	16
10:00	0	0	1	0	0	0	0	2	4	1	0	0	0	0	8
11:00	0	0	0	0	0	1	0	2	5	4	2	0	0	0	14
12:00 PM	0	0	0	0	0	0	2	2	2	0	2	1	0	0	9
1:00	0	0	0	0	0	0	1	2	1	1	0	0	0	0	5
2:00	0	0	0	0	0	0	0	1	2	3	3	1	1	0	11
3:00	0	0	0	0	1	0	0	1	5	1	0	1	0	0	9
4:00	0	0	0	0	0	0	1	3	5	3	0	1	1	0	14
5:00	0	0	0	0	0	0	1	1	4	2	0	0	0	0	8
6:00	0	1	0	1	1	1	1	1	0	2	2	0	0	0	9
7:00	0	0	0	0	0	0	0	0	1	2	0	0	0	0	3
8:00	0	0	0	0	0	0	0	0	2	1	1	0	0	0	4
9:00	0	0	1	0	0	0	0	0	0	1	1	0	0	0	3
10:00	0	0	0	0	0	0	1	0	0	0	0	1	0	0	2
11:00	0	0	0	0	0	0	0	1	0	0	1	0	0	0	2
Total	0	1	2	4	3	10	30	40	34	19	7	2	1	1	154
Percentile				15th	50th	85th	95th								
Speed				18	23	28	31								
Mean Speed (Average)				23.7											
10 MPH Pace Speed				18-27											
Number in Pace				110											
Percent in Pace				71.4%											
Number > 45 MPH				1											
Percent > 45 MPH				0.6%											

Burlington Department of Public Works
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Direction: B to A, None Specified

Latitude: 44.513552
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6/23/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
1:00	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
2:00	0	0	0	0	0	0	0	0	2	0	0	0	0	0	2
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	1	2	0	3	1	1	0	0	0	8
7:00	0	0	0	1	0	1	4	4	2	2	0	0	0	0	14
8:00	0	0	0	0	0	0	4	2	5	1	2	0	0	0	14
9:00	0	0	0	1	1	0	3	1	0	0	0	0	0	0	6
10:00	0	0	0	0	0	2	0	0	0	2	0	0	0	0	4
11:00	0	0	0	0	1	1	1	4	4	3	1	1	0	0	16
12:00 PM	0	0	0	0	0	0	0	2	1	3	1	0	0	0	7
1:00	0	0	0	0	2	1	1	3	4	1	0	0	0	0	12
2:00	0	0	0	0	0	3	0	1	0	0	0	0	0	0	4
3:00	0	0	0	2	0	1	1	3	1	1	0	0	0	0	9
4:00	0	0	0	2	1	0	2	3	2	4	0	1	0	0	15
5:00	0	0	0	2	0	1	1	3	1	2	0	2	0	0	12
6:00	0	0	0	0	0	1	0	1	3	0	0	0	0	0	5
7:00	0	0	0	0	0	1	0	4	2	0	0	0	0	0	7
8:00	0	0	0	0	1	0	2	0	1	0	0	0	0	0	4
9:00	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
10:00	0	0	0	0	1	0	0	2	1	1	0	0	0	0	5
11:00	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
Total	0	0	0	8	7	13	22	33	34	23	5	4	0	0	149
Percentile				15th	50th	85th	95th								
Speed				17	23	28	30								
Mean Speed (Average)				22.8											
10 MPH Pace Speed				19-28											
Number in Pace				97											
Percent in Pace				65.1%											
Number > 45 MPH				0											
Percent > 45 MPH				0.0%											

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Site Code: bURL176
Location 1: Cottage Grove
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Start Date: 6/21/2023
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Direction: B to A, None Specified

Latitude: 44.513552
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Date Processed 6/29/2023
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6/24/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	0	0	0	1	1	0	0	0	0	2
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
2:00	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
5:00	0	0	0	0	1	1	0	0	0	0	0	0	0	0	2
6:00	0	0	0	0	0	0	1	0	0	1	0	0	0	0	2
7:00	0	0	0	0	2	0	1	0	1	0	0	0	0	0	4
8:00	0	0	0	0	0	0	0	6	2	0	0	1	0	0	9
9:00	0	0	0	0	0	0	5	4	1	1	0	0	0	0	11
10:00	0	0	0	1	0	1	2	6	3	1	0	0	0	0	14
11:00	0	0	0	0	0	0	1	2	1	1	0	0	0	0	5
12:00 PM	0	0	0	0	0	0	0	4	0	0	0	0	0	0	4
1:00	0	0	0	0	1	0	2	3	3	0	0	0	0	0	9
2:00	0	0	1	0	0	3	2	1	4	2	0	0	0	0	13
3:00	0	0	0	1	0	0	4	5	4	0	1	0	0	0	15
4:00	0	0	0	0	0	1	0	1	2	0	1	0	0	0	5
5:00	0	0	0	0	0	2	1	3	2	0	1	0	0	0	9
6:00	0	0	0	0	1	0	0	1	0	0	1	0	0	0	3
7:00	0	0	0	0	0	1	2	2	2	0	0	0	1	0	8
8:00	0	0	0	0	0	0	0	1	2	0	0	0	0	0	3
9:00	0	0	0	0	0	0	1	1	0	1	0	0	0	0	3
10:00	0	0	0	0	0	1	0	0	0	2	0	0	0	0	3
11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	1	2	5	10	23	41	28	10	4	1	1	1	127
Percentile				15th	50th	85th	95th								
Speed				18	23	27	30								
Mean Speed (Average)				23.5											
10 MPH Pace Speed				17-26											
Number in Pace				95											
Percent in Pace				74.8%											
Number > 45 MPH				1											
Percent > 45 MPH				0.8%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: B to A, None Specified

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/25/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:00	0	0	0	1	0	0	1	1	0	0	0	0	0	0	3
8:00	0	0	0	0	1	1	0	1	1	1	1	0	0	0	6
9:00	0	0	1	0	0	2	2	2	0	3	0	0	0	1	11
10:00	0	0	0	1	1	2	1	3	1	2	0	0	0	0	11
11:00	0	0	0	1	0	1	1	2	4	3	0	0	0	0	12
12:00 PM	0	0	0	0	0	0	2	3	1	2	0	1	0	0	9
1:00	0	0	0	0	0	0	2	2	4	3	0	0	0	1	12
2:00	0	0	0	0	0	0	1	3	1	2	1	0	0	0	8
3:00	0	0	0	0	0	1	2	3	0	0	0	0	0	0	6
4:00	0	0	0	0	1	3	2	1	1	1	0	0	0	0	9
5:00	0	0	0	0	1	1	2	1	1	2	0	0	0	0	8
6:00	0	0	0	2	0	2	2	3	0	0	0	0	0	0	9
7:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
8:00	0	0	0	0	0	0	1	2	1	0	0	0	0	0	4
9:00	0	0	0	0	1	0	0	0	1	0	0	0	0	0	2
10:00	0	0	0	0	0	0	0	1	1	1	0	0	1	0	4
11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	1	5	5	15	19	28	17	20	3	1	1	2	117
Percentile				15th	50th	85th	95th								
Speed				17	23	28	32								
Mean Speed (Average)				24.3											
10 MPH Pace Speed				19-28											
Number in Pace				71											
Percent in Pace				60.7%											
Number > 45 MPH				2											
Percent > 45 MPH				1.7%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: B to A, None Specified

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/26/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	Total
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
5:00	0	0	0	0	0	0	1	1	0	0	0	0	0	0	2
6:00	0	0	0	0	0	0	0	2	0	0	0	0	0	0	2
7:00	0	0	0	0	1	1	2	1	6	2	1	0	0	0	14
8:00	0	0	0	0	0	0	3	6	2	0	0	0	0	0	11
9:00	0	0	1	2	0	1	0	0	3	1	0	0	0	0	8
10:00	0	0	0	0	0	1	3	1	0	0	0	0	0	0	5
11:00	0	0	0	0	0	1	2	3	0	2	0	0	0	0	8
12:00 PM	0	0	0	0	0	1	1	2	1	1	1	0	0	0	7
1:00	0	0	0	0	0	0	1	3	1	0	1	0	0	0	6
2:00	0	0	0	1	0	0	2	2	2	1	0	0	0	0	8
3:00	0	0	0	1	1	1	1	0	3	1	0	0	0	0	8
4:00	0	0	0	0	0	0	2	2	2	2	1	0	0	0	9
5:00	0	0	0	0	0	0	0	1	2	2	0	1	0	0	6
6:00	0	0	0	0	1	0	3	1	3	0	0	0	0	0	8
7:00	0	0	0	0	0	0	0	3	0	0	0	0	0	1	4
8:00	0	0	0	0	0	0	1	1	3	0	0	0	0	0	5
9:00	0	0	0	0	0	0	0	0	1	1	0	0	0	0	2
10:00	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
11:00	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
Total	0	0	1	4	3	7	23	29	29	15	4	1	0	1	117
Percentile				15th	50th	85th	95th								
Speed				18	23	27	30								
Mean Speed (Average)				23.8											
10 MPH Pace Speed				18-27											
Number in Pace				86											
Percent in Pace				73.5%											
Number > 45 MPH				1											
Percent > 45 MPH				0.9%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: B to A, None Specified

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/27/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
1:00	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	1	0	0	1	0	0	0	0	0	2
4:00	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
7:00	0	0	0	0	2	0	2	3	0	3	0	1	0	0	11
8:00	0	0	0	1	0	0	1	7	5	1	0	0	0	0	15
9:00	0	0	0	0	0	2	2	1	2	0	1	0	0	0	8
10:00	0	0	0	1	0	3	1	4	1	0	0	1	0	0	11
11:00	0	0	0	0	0	1	1	2	3	1	0	0	0	0	8
12:00 PM	0	0	0	0	0	0	2	1	4	1	0	1	0	0	9
1:00	0	0	0	0	0	1	2	0	0	1	0	0	0	1	5
2:00	0	0	0	0	0	0	1	4	0	0	0	0	0	0	5
3:00	0	0	0	0	0	0	3	4	3	0	0	0	0	0	10
4:00	0	0	0	1	1	3	2	2	1	0	1	0	0	0	11
5:00	0	0	0	0	0	0	3	3	2	2	0	0	0	0	10
6:00	0	0	0	0	0	0	1	1	0	1	0	0	0	0	3
7:00	0	0	0	0	0	1	1	2	2	0	0	0	0	0	6
8:00	0	0	0	0	0	0	0	1	0	1	0	0	0	0	2
9:00	0	0	0	0	1	0	0	1	0	0	0	0	0	0	2
10:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	3	4	13	22	37	25	11	3	3	0	1	122
Percentile				15th	50th	85th	95th								
Speed				17	22	27	30								
Mean Speed (Average)				23.5											
10 MPH Pace Speed				17-26											
Number in Pace				88											
Percent in Pace				72.1%											
Number > 45 MPH				1											
Percent > 45 MPH				0.8%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: B to A, None Specified

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/28/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	0	1	0	1	0	0	1	0	0	3
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	1	0	0	0	1	1	0	0	0	0	0	0	3
6:00	0	0	0	0	0	0	0	0	3	1	0	0	0	0	4
7:00	0	0	0	0	0	1	4	4	1	0	0	0	0	0	10
8:00	0	0	0	0	0	0	4	4	0	1	0	0	0	0	9
9:00	0	0	0	1	0	4	2	4	3	0	1	0	0	0	15
10:00	0	0	0	0	0	0	1	2	1	0	1	0	0	0	5
11:00	0	0	0	0	0	2	3	0	3	0	0	0	0	0	8
12:00 PM	0	0	0	0	0	0	3	4	1	0	0	0	0	0	8
1:00	0	0	0	0	0	2	2	0	5	1	0	0	0	0	10
2:00	0	0	0	0	0	0	1	2	1	0	0	0	0	0	4
3:00	0	0	0	1	0	0	4	1	1	0	0	0	0	0	7
4:00	0	0	0	2	1	1	1	2	3	1	0	0	0	0	11
5:00	0	0	1	1	0	2	2	1	0	0	0	0	0	0	7
6:00	0	0	0	0	0	0	0	1	4	0	0	0	0	0	5
7:00	0	0	0	0	0	0	0	2	3	0	0	0	0	0	5
8:00	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
9:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
10:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:00	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Total	0	0	2	6	1	13	29	29	31	4	2	1	0	0	118
Percentile					15th	50th	85th	95th							
Speed					17	22	25	28							
Mean Speed (Average)					21.5										
10 MPH Pace Speed					17-26										
Number in Pace					93										
Percent in Pace					78.8%										
Number > 45 MPH					0										
Percent > 45 MPH					0.0%										
Grand Total	0	1	8	36	31	99	188	276	231	117	33	17	4	6	1047
Stats					Percentile	15th	50th	85th	95th						
Speed					18	23	27	30							
Mean Speed (Average)					23.2										
10 MPH Pace Speed					18-27										
Number in Pace					733										
Percent in Pace					70.0%										
Number > 45 MPH					6										
Percent > 45 MPH					0.6%										

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: Combined

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/21/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	1	0	0	0	1	0	0	0	1	3
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
6:00	0	0	0	0	0	0	0	2	1	1	0	0	0	0	4
7:00	0	0	1	2	0	0	3	3	1	1	2	1	0	0	14
8:00	0	0	0	2	0	4	0	2	7	2	0	0	0	0	17
9:00	0	0	0	0	0	4	2	6	2	1	0	0	0	0	15
10:00	0	0	0	0	0	4	5	5	2	1	0	0	0	0	17
11:00	0	0	0	0	1	0	3	1	4	1	0	0	0	0	10
12:00 PM	0	0	0	1	0	1	3	0	2	3	0	0	0	0	10
1:00	0	0	1	0	1	1	2	7	4	2	0	1	0	0	19
2:00	0	0	0	0	0	2	7	5	3	1	2	0	0	0	20
3:00	0	0	0	1	2	2	1	4	7	0	0	1	0	0	18
4:00	0	0	0	1	0	5	4	7	8	0	2	1	0	0	28
5:00	0	0	0	3	1	4	4	5	9	2	0	2	0	0	30
6:00	0	0	0	1	1	2	1	7	1	0	1	1	0	0	15
7:00	0	0	0	0	0	3	6	7	4	0	1	0	1	0	22
8:00	0	0	0	0	2	0	3	1	0	0	0	0	0	0	6
9:00	0	0	0	0	0	1	2	4	0	2	0	0	0	0	9
10:00	0	0	0	0	0	1	1	0	3	1	0	0	0	0	6
11:00	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1
Total	0	0	2	11	8	36	47	66	59	19	9	7	1	1	266
Percentile				15th	50th	85th	95th								
Speed				17	23	27	31								
Mean Speed (Average)				22.6											
10 MPH Pace Speed				17-26											
Number in Pace				183											
Percent in Pace				68.8%											
Number > 45 MPH				1											
Percent > 45 MPH				0.4%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: Combined

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/22/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	1	0	1	0	0	0	2
2:00	0	0	0	0	0	0	0	0	0	0	0	1	0	1	2
3:00	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
4:00	0	0	0	0	0	1	0	0	0	0	1	0	0	0	2
5:00	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
6:00	0	0	1	0	0	0	0	1	2	0	0	0	0	0	4
7:00	0	0	0	0	1	0	0	5	2	2	1	1	0	1	0
8:00	0	0	0	0	1	0	3	5	5	6	2	0	0	0	22
9:00	0	0	0	0	0	0	5	6	2	6	3	0	0	0	1
10:00	0	0	1	1	0	0	5	5	1	0	0	0	0	0	13
11:00	0	0	0	0	2	0	6	5	5	2	0	0	0	0	20
12:00 PM	0	0	0	1	1	2	3	3	1	2	1	0	0	0	14
1:00	0	0	0	0	1	2	4	4	2	0	0	0	0	0	13
2:00	0	0	0	1	2	1	3	5	4	3	1	1	0	0	21
3:00	0	0	0	1	0	1	1	10	3	1	1	0	0	1	19
4:00	0	0	0	1	0	3	5	8	5	1	2	1	0	0	26
5:00	0	0	0	0	0	1	2	8	4	0	0	1	0	0	16
6:00	0	1	0	1	4	1	3	3	2	2	0	0	0	0	17
7:00	0	0	0	0	0	0	5	1	4	1	1	0	0	0	12
8:00	0	0	0	0	1	0	0	3	2	2	1	0	0	0	9
9:00	0	0	1	1	0	0	2	2	2	1	0	0	0	0	9
10:00	0	0	0	0	0	3	1	0	0	0	1	0	0	0	5
11:00	0	0	0	0	0	1	1	0	0	2	0	0	0	0	4
Total	0	1	3	9	12	24	58	69	50	25	10	3	2	2	268
Percentile				15th	50th	85th	95th								
Speed				17	22	27	31								
Mean Speed (Average)				23.0											
10 MPH Pace Speed				18-27											
Number in Pace				185											
Percent in Pace				69.0%											
Number > 45 MPH				2											
Percent > 45 MPH				0.7%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: Combined

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/23/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
1:00	0	0	0	0	0	0	0	0	0	1	1	0	0	0	2
2:00	0	0	0	0	0	0	0	0	2	0	0	0	0	0	2
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	1	2	0	3	1	2	0	0	0	9
7:00	0	0	0	1	2	2	4	4	2	2	1	0	0	0	18
8:00	0	0	0	0	0	0	4	3	7	1	2	0	0	0	17
9:00	0	1	0	1	2	0	5	1	1	0	0	0	0	0	11
10:00	0	0	0	0	1	3	1	1	0	2	0	0	0	0	8
11:00	0	0	0	0	1	3	1	5	5	4	2	1	0	0	22
12:00 PM	0	0	0	1	0	1	1	3	5	3	1	0	0	0	15
1:00	0	0	1	0	4	2	6	5	9	1	0	0	0	0	28
2:00	0	0	0	1	0	5	1	2	2	1	0	0	0	0	12
3:00	0	0	1	3	0	4	6	5	6	2	1	0	0	0	28
4:00	0	0	1	3	2	0	3	9	5	4	0	1	0	0	28
5:00	0	0	1	2	1	2	5	5	1	5	1	2	0	0	25
6:00	0	0	1	2	0	1	4	2	5	0	0	0	0	0	15
7:00	0	0	0	0	1	1	2	7	5	0	0	1	0	0	17
8:00	0	0	0	0	2	0	5	2	2	0	0	0	0	0	11
9:00	0	0	0	0	0	0	2	2	1	1	0	0	0	0	6
10:00	0	0	0	0	1	1	2	2	1	1	0	0	0	0	8
11:00	0	0	0	0	0	0	0	0	1	1	0	0	0	0	2
Total	0	1	5	14	17	26	55	58	64	30	11	5	0	0	286
Percentile				15th	50th	85th	95th								
Speed				16	22	27	30								
Mean Speed (Average)				21.8											
10 MPH Pace Speed				18-27											
Number in Pace				187											
Percent in Pace				65.4%											
Number > 45 MPH				0											
Percent > 45 MPH				0.0%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: Combined

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/24/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	1	0	0	2	1	0	0	0	0	4
1:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1	2
2:00	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
5:00	0	0	0	0	1	2	0	0	1	0	0	0	0	0	4
6:00	0	0	0	0	1	0	1	0	0	1	0	0	0	0	3
7:00	0	0	0	0	2	1	2	1	1	0	0	0	0	0	7
8:00	0	0	0	1	0	0	0	7	3	0	0	2	0	0	13
9:00	0	0	0	0	0	4	6	7	3	1	0	0	0	0	21
10:00	0	0	0	1	0	1	4	8	3	1	0	0	0	0	18
11:00	0	0	0	0	0	3	2	4	5	1	0	0	0	0	15
12:00 PM	0	0	0	1	0	0	3	6	3	0	0	0	0	0	13
1:00	0	0	0	0	1	0	6	6	4	1	0	0	0	0	18
2:00	0	0	1	0	1	4	3	2	6	2	0	0	0	0	19
3:00	0	0	0	1	0	3	4	8	5	0	1	0	0	0	22
4:00	0	0	0	0	0	2	4	3	3	1	1	0	0	0	14
5:00	0	0	0	0	0	2	2	4	5	2	1	0	0	0	16
6:00	0	0	0	0	2	0	2	3	0	1	1	0	0	0	9
7:00	0	0	0	1	0	2	5	2	4	0	0	0	1	0	15
8:00	0	0	0	0	0	0	3	3	2	1	0	0	0	0	9
9:00	0	0	0	0	0	0	2	1	0	1	0	0	0	0	4
10:00	0	0	0	0	0	1	1	0	0	2	0	0	0	0	4
11:00	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
Total	0	0	1	5	9	27	51	66	50	16	4	2	1	1	233
Percentile					15th	50th	85th	95th							
Speed					17	22	26	29							
Mean Speed (Average)					22.4										
10 MPH Pace Speed					17-26										
Number in Pace					175										
Percent in Pace					75.1%										
Number > 45 MPH					1										
Percent > 45 MPH					0.4%										

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: Combined

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/25/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	1	0	0	0	0	1	0	0	0	2
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
3:00	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:00	0	0	0	1	0	0	1	1	1	0	0	0	0	0	4
8:00	0	0	0	0	1	1	0	1	1	2	1	0	0	0	7
9:00	0	0	1	0	1	6	2	5	1	4	0	0	0	1	21
10:00	0	0	0	1	2	2	3	4	3	2	1	1	0	0	19
11:00	0	0	1	2	0	2	3	6	4	3	0	0	0	0	21
12:00 PM	0	0	0	0	0	0	4	6	1	3	0	1	0	0	15
1:00	0	0	0	0	1	1	3	4	5	3	1	0	0	1	19
2:00	0	0	0	1	1	1	2	5	4	4	1	0	0	0	19
3:00	0	0	0	0	0	3	3	4	2	0	0	0	0	0	12
4:00	0	0	0	0	2	3	7	1	2	1	1	0	0	0	17
5:00	0	0	0	1	1	3	4	5	1	4	0	0	0	0	19
6:00	0	0	0	4	1	3	4	3	2	0	0	0	0	0	17
7:00	0	0	0	0	0	1	3	2	0	0	1	0	0	0	7
8:00	0	0	0	0	0	0	3	4	1	1	0	0	0	0	9
9:00	0	0	0	0	1	0	4	0	2	0	0	0	0	0	7
10:00	0	0	0	0	0	0	0	1	1	1	0	0	1	0	4
11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	2	10	11	28	46	53	31	28	7	2	1	2	221
Percentile				15th	50th	85th	95th								
Speed				17	22	28	30								
Mean Speed (Average)				22.8											
10 MPH Pace Speed				17-26											
Number in Pace				139											
Percent in Pace				62.9%											
Number > 45 MPH				2											
Percent > 45 MPH				0.9%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: Combined

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/26/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
5:00	0	0	0	0	0	0	1	1	0	0	0	0	0	0	2
6:00	0	0	0	0	0	0	0	2	0	0	0	0	0	0	2
7:00	0	3	1	0	2	1	3	1	7	2	1	0	0	0	21
8:00	0	0	0	0	0	1	4	8	2	0	0	0	0	0	15
9:00	0	0	1	2	1	3	0	2	3	1	0	0	0	0	13
10:00	0	0	0	0	0	1	3	4	1	0	0	0	0	0	9
11:00	0	0	0	0	1	2	2	5	1	2	0	0	0	0	13
12:00 PM	0	0	1	0	0	1	2	2	3	2	1	1	0	0	13
1:00	0	0	0	1	1	1	2	5	1	1	1	0	0	0	13
2:00	0	0	0	3	1	0	3	3	2	1	0	0	0	0	13
3:00	0	0	0	1	3	1	2	2	7	2	0	0	0	0	18
4:00	0	0	0	0	0	2	2	6	4	3	1	0	0	0	18
5:00	0	0	0	0	0	0	3	5	4	2	1	1	0	0	16
6:00	0	0	0	1	2	2	5	2	4	0	0	0	0	0	16
7:00	0	0	0	0	1	2	1	3	1	2	0	0	0	1	11
8:00	0	0	0	0	0	1	2	2	3	2	1	0	0	0	11
9:00	0	0	0	0	1	0	1	0	1	1	0	0	0	0	4
10:00	0	0	0	0	0	0	1	0	0	1	0	0	0	0	2
11:00	0	0	0	0	0	2	1	0	0	0	0	0	0	0	3
Total	0	3	3	8	13	22	38	53	44	23	6	2	0	1	216
Percentile				15th	50th	85th	95th								
Speed				16	22	27	30								
Mean Speed (Average)				22.2											
10 MPH Pace Speed				18-27											
Number in Pace				143											
Percent in Pace				66.2%											
Number > 45 MPH				1											
Percent > 45 MPH				0.5%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
Location 2: Burlington Vt
Start Date: 6/21/2023
End Date: 6/28/2023
Direction: Combined

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/27/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
1:00	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	1	0	0	1	0	0	0	0	0	2
4:00	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	1	0	0	1	0	0	0	0	0	2
7:00	0	0	0	0	2	0	3	3	0	3	0	1	0	0	12
8:00	0	0	0	1	1	0	2	7	6	2	0	0	0	0	19
9:00	0	0	0	1	1	4	3	2	4	1	1	0	0	0	17
10:00	0	0	1	1	0	5	1	5	1	0	0	1	0	0	15
11:00	0	0	0	0	0	2	3	2	3	1	0	0	0	0	11
12:00 PM	0	0	0	1	1	0	3	2	6	1	0	1	0	0	15
1:00	0	0	1	1	2	3	2	0	0	1	0	0	0	1	11
2:00	0	0	0	0	1	1	3	6	1	0	0	0	0	0	12
3:00	0	1	0	1	0	1	5	6	3	0	0	0	0	0	17
4:00	0	0	0	1	3	6	8	5	6	1	1	0	0	0	31
5:00	0	0	0	1	0	0	3	8	6	3	0	1	0	0	22
6:00	0	0	0	0	1	1	6	1	1	1	0	0	0	0	11
7:00	0	0	0	0	0	3	1	2	2	0	0	0	0	0	8
8:00	0	0	0	0	1	1	1	3	1	2	0	0	0	0	9
9:00	0	0	0	0	2	1	1	2	0	1	0	0	0	0	7
10:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
11:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Total	0	1	2	8	15	32	45	55	43	17	3	4	0	1	226
Percentile				15th	50th	85th	95th								
Speed				16	21	26	29								
Mean Speed (Average)				21.8											
10 MPH Pace Speed				17-26											
Number in Pace				153											
Percent in Pace				67.7%											
Number > 45 MPH				1											
Percent > 45 MPH				0.4%											

Burlington Department of Public Works
645 Pine Street | Burlington VT, 05401

Site Code: bURL176
Location 1: Cottage Grove
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Start Date: 6/21/2023
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Direction: Combined

Latitude: 44.513552
Longitude: -73.257902
Date Processed 6/29/2023
Processed By CR
Counted By CR, AP, KD

6/28/2023	0 - 3	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39	Total
Time	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	0	2	0	1	0	0	1	0	0	4
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	1	0	0	0	1	1	0	0	0	0	0	0	3
6:00	0	0	0	0	0	0	0	0	3	1	0	0	0	0	4
7:00	0	0	0	0	0	2	4	5	2	1	0	0	0	0	14
8:00	0	0	0	0	3	2	4	6	1	1	0	0	0	0	17
9:00	0	0	0	1	0	7	6	7	3	1	1	0	0	0	26
10:00	0	0	0	0	0	0	2	3	1	0	1	0	0	0	7
11:00	0	0	0	1	0	3	3	2	4	1	0	0	0	0	14
12:00 PM	0	0	0	0	1	2	5	5	2	0	0	0	0	0	15
1:00	0	1	0	1	0	2	6	0	6	4	0	0	0	0	20
2:00	0	0	0	0	0	2	4	3	3	0	0	0	0	0	12
3:00	0	0	0	2	0	0	8	1	1	0	0	0	0	0	12
4:00	0	0	0	3	1	2	4	4	5	1	0	0	0	0	20
5:00	0	0	1	1	1	3	4	3	4	1	0	0	0	0	18
6:00	0	0	0	0	1	0	0	6	6	1	0	0	1	0	15
7:00	0	0	0	1	0	2	4	4	3	0	0	0	0	0	14
8:00	0	0	0	1	0	1	1	2	1	0	0	0	0	0	6
9:00	0	0	0	0	0	1	1	2	1	0	0	0	0	0	5
10:00	0	0	0	0	0	1	1	0	0	0	0	0	0	0	2
11:00	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Total	0	1	2	11	7	30	60	55	48	12	2	1	1	0	230
Percentile					15th	50th	85th	95th							
Speed					16	21	26	27							
Mean Speed (Average)					21.1										
10 MPH Pace Speed					17-26										
Number in Pace					172										
Percent in Pace					74.8%										
Number > 45 MPH					0										
Percent > 45 MPH					0.0%										
Grand Total	0	7	20	76	92	225	400	475	389	170	52	26	6	8	1946
Stats					Percentile	15th	50th	85th	95th						
Speed					16	22	27	30							
Mean Speed (Average)					22.2										
10 MPH Pace Speed					17-26										
Number in Pace					1334										
Percent in Pace					68.6%										
Number > 45 MPH					8										
Percent > 45 MPH					0.4%										

APPENDIX H

Design Criteria

DESIGN CRITERIA

Stanbury Road, Cottage Grove, Loaldo Drive, Green Acres Drive

ROADWAY FUNCTIONAL CLASS:	No functional class assigned
DESIGN SPEED:	25 MPH
DESIGN MANUALS:	1) AASHTO "A Policy on Geometric Design of Highways and Streets", 2018, 7th Edition. 2) AASHTO "Roadside Design Guide", 2011, 4th Edition. 3) VTrans Roadway Design Manual, 1998 Edition. 4) Manual on Uniform Traffic Control Devices, 2009. 5) VTrans Pedestrian and Bicycle Facility Planning and Design Manual, 2002.
DESIGN SPECIFICATIONS:	1) VTrans Standard Specifications for Construction, 2018. 2) City of Burlington Standards and Specifications
DESIGN GUIDELINES:	1) Guidebook for Municipality Managed Projects (Revised 2021). 2) NCHRP Report 480; "A Guide to Best Practices for Achieving Context Sensitive Solutions", 2002. 3) AASHTO "A Guide for Achieving Flexibility in Highway Design", May 2004

Board of Finance and City Council Submission ChecklistDepartment: Department of Public Works Submitter: Phillip PetersonTitle/Subject: New North End Sidewalk Scoping Study Approval

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☒	City Council	7/14/2025
☐	Concurrent	

This form must be completed by the person submitting the materials, and sent with the final submission. Please do not indicate that a signoff was received until it has actually been obtained.

Signoffs Received

Signoff Needed	Received	Date Received	Note
Department Head	Yes	6/10/2025	Chapin Spencer
Mayor's Office informed and approved memo	Yes	6/11/2025	Erin Jacobsen
Board/Commission, if required	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved contract and/or legal documents, -Identify attorney in note	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Yes	6/10/2025	Erik Ramakrishnan
CAO has reviewed budget, financing, and memo	Yes	6/11/2025	Katherine Schad
Human Resources, if personnel action -Identify HR Manager in note	N/A	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if an IT-related investment/purchase	N/A	Click or tap to enter a date.	Click or tap here to enter text.

Materials Included

	Included?	Note
Final Memo Attached?	Yes	Click or tap here to enter text.
Contract Attached, if applicable?	N/A	Click or tap here to enter text.
Additional Materials, if necessary	N/A	
Draft Resolution or Motion?	Yes	In Memo
If for submission to Council, are sponsors identified?	Yes	TEUC

FOR INFORMATION ONLY

Lori Olberg

From: ANR - ENB Administrator <ANR.ENBAdministrator@vermont.gov>
Sent: Friday, June 20, 2025 5:16 PM
To: burlingtontownclerk
Subject: Vermont Environmental Notice Bulletin Stakeholder Update by Location

[WARNING]: This email was sent from someone outside of the City of Burlington.

You are receiving this message because you have been signed up to receive email notifications via the Vermont Agency of Natural Resources' Environmental Notice Bulletin (ENB). These notifications are intended to inform you of environmental activities relevant to your town or organization based on location or activity type.

Below are current activities for which you have been signed up to receive notifications. To view the details of these activities please [visit the ENB](#). When one or more activities that match your specific criteria is posted to ENB, you will receive a single email notification compiling the information. If you have been signed up to receive updates step-by-step throughout the review process for these activities the updates will appear in the second half of the email.

To modify the subscription, please contact the staff person listed on the individual activity page or the ENB Administrator at anr.enbadministrator@vermont.gov.

Regards,
 ENB Support
 Vermont Agency of Natural Resources

Changes to Activities I'm Following

Activity Type	Activity/Project Name	Permit # / ID	Applicant	Town	Most Recent Update	Date	Status
Stormwater Runoff from Construction Sites General Permit 3-9020 (CGP)	Stormwater Construction General Permit 3-9020 (CGP) (2025)	Stormwater Construction General Permit 3-9020 (CGP) (2025)		Statewide	A final action for this activity has been reached and may be reviewed by visiting the ENB. The appeal period is open for 30 days following the final decision date. The administrative record set for this activity has been modified. Please visit the ENB to view the activity profile.	2025-06-20	Final Decision Reached - Appeal Period

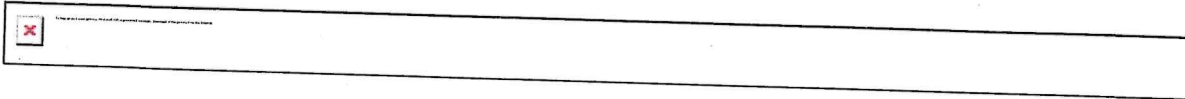
25 JUN 23 AM 8:19

Lori Olberg

From: VLCT Journal <info@vlct.org>
Sent: Saturday, June 21, 2025 7:03 AM
To: Lori Olberg
Subject: Summer Safety, Fireworks Regulations, and more!

For complete information & additional text, please contact the City Clerk's Office

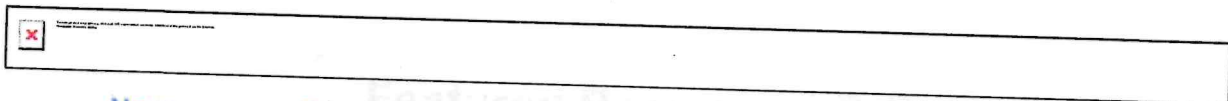
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June 2025

Lori,

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Legal Updates

Local Fireworks Regulation

Vermont's fireworks laws were confusing until a 2022 case created more clarity. Ahead of summer festivities, read more about how towns can regulate fireworks and which types are prohibited in Vermont.

Is a Town Liable for Damage Resulting from Water that Runs Off a Town Highway?

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The Vermont Supreme Court issued a decision on May 30, 2025, that appears to dramatically change the landscape of municipal zoning in terms of the scope of the agricultural exemption for certain activities and structures.

Risk Management

Phil Latvis Embraces His New Municipal Focus

Lori Olberg

From: Act250.Essex@vermont.gov
Sent: Monday, June 23, 2025 4:11 PM
To: tloescher@materchristischool.net; tloescher@materchristischool.net;
greg.dixon@krebsandlansing.com; mfarley@materchristischool.net;
tarynb@duncanwisniewski.com; cherylh@duncanwisniewski.com;
Act250.Agenda@vermont.gov; Benjamin Traverse; Andrew Montroll;
permitting@ccrpcvt.org; Act250.Essex@vermont.gov; burlingtontownclerk; Sarah
Montgomery; Lori Olberg; anr.act250@vermont.gov; barry.murphy@vermont.gov;
PSD.VTDPS@vermont.gov; AOT.Act250@vermont.gov; AGR.Act250@vermont.gov;
ACCD.ProjectReview@vermont.gov; Aaron.Brondyke@vermont.gov
Subject: 4C1361 Permit
Attachments: Permit_CertificateOfService_4C1361.pdf

[WARNING]: This email was sent from someone outside of the City of Burlington.

Hello,

Please see attached Act 250 Land Use Permit and Certificate of Service.

Thank you,

Adriene Katz | District Technician
Land Use Review Board
District 4 Environmental Commission
111 West Street
Essex Junction, VT 05452
(802) 879-5670
<https://act250.vermont.gov>

Emails and other written or recorded information produced or acquired in the course of public agency business are public records and may be subject to public examination under Vermont's Public Records Act.

Lori Olberg

From: ANR - ENB Administrator <ANR.ENBAdministrator@vermont.gov>
Sent: Monday, June 23, 2025 5:19 PM
To: burlingtontownclerk
Subject: Vermont Environmental Notice Bulletin Stakeholder Update by Location

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You are receiving this message because you have been signed up to receive email notifications via the Vermont Agency of Natural Resources' Environmental Notice Bulletin (ENB). These notifications are intended to inform you of environmental activities relevant to your town or organization based on location or activity type.

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To modify the subscription, please contact the staff person listed on the individual activity page or the ENB Administrator at anr.enbadministrator@vermont.gov.

Regards,
ENB Support
Vermont Agency of Natural Resources

New Activities

Activity Type	Activity/Project Name	Permit # / ID	Applicant	Town	Status
Section 401 Water Quality Certification - General Permit	Proposal to Reissue or Modify Nationwide Permits			Statewide	Draft Decision - Public Comment Period

Lori Olberg

From: VLCT News <info@vlct.org>
Sent: Tuesday, June 24, 2025 3:18 PM
To: Lori Olberg
Subject: Ordinance Insights, Updates to Open Meeting Law and Employee Leave, and more

For documents referenced in this email, please contact the City Clerk's Office.

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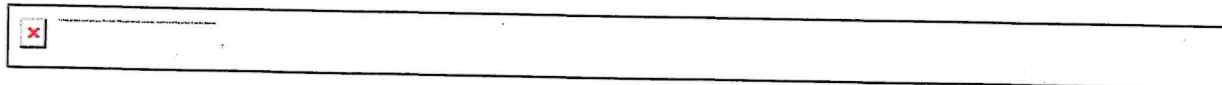
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Want to help advise the state on how to allocate its settlement funds? Two seats for municipal officials are currently open. Use our online application by 7/14.

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Employers with self-insured health plans, including Health Reimbursement Arrangements (HRAs), must pay Patient-Centered Outcomes Research Institute (PCORI) fees annually. Fees for plan years that ended in 2024 are due 7/31/25, and the fee is \$3.47 per covered employee. At the IRS webpage, find links to Form 720 and its instructions under Reporting and Paying the Fee.

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New Resources

Open Meeting Law Updates Resulting from Act 51 of 2025

Lori Olberg

From: VLCT Journal <info@vlct.org>
Sent: Wednesday, June 25, 2025 10:12 AM
To: Lori Olberg
Subject: Reminder: Summer Safety, Fireworks Regulations, and more!

For complete information /
 additional text, please
 contact the City Clerk's Office.

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June 2025

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Lori Olberg

FOR INFORMATION ONLY

From: Act250.Essex@vermont.gov
Sent: Thursday, June 26, 2025 11:51 AM
To: lisa.kingsbury@uvm.edu; claire.forbes@uvm.edu; Benjamin Traverse; Andrew Montroll; permitting@ccrpcvt.org; Act250.Essex@vermont.gov; burlingtontownclerk; Sarah Montgomery; Lori Olberg; anr.act250@vermont.gov; kaitlin.hayes@vermont.gov
Subject: 4C0348-7B Schedule G - UVM
Attachments: Schedule_G 4C0348-7B.pdf

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For complete information:
additional text, please
contact the City Clerk's Office

Attached is Schedule G - UVM.

Christine Commo | District Technician
Land Use Review Board
District 4 Environmental Commission
111 West Street
Essex Junction, VT 05452
802-879-5660
<https://act250.vermont.gov>

'25 JUN 26 PM1:11

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Lori Olberg

FOR INFORMATION ONLY

From: Vermont Town Careers <info@vlct.org>
Sent: Friday, June 27, 2025 7:38 AM
To: Lori Olberg
Subject: Broaden Your Reach, Build Your Workforce

25 JUN 27 AM 9:10

[WARNING]: This email was sent from someone outside of the City of Burlington.



Looking to attract top talent to your municipality? Post your job openings on **Vermont Town Careers** – it's not only free—it's incredibly easy.

Thanks to an integration with VLCT's Classifieds, any job you post on **Classifieds** or on **Vermont Town Careers** will automatically appear on both pages. That means **double the visibility with one simple submission**.

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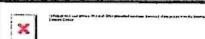
P.S. Need help getting started? Visit vlct.org/promote-your-own-vermont-town-careers for everything you need to know about how to post and promote your listings.



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Lori Olberg

FOR INFORMATION ONLY

25 JUN 27 AM 10:13

From: VLCT News <info@vlct.org>
Sent: Friday, June 27, 2025 10:13 AM
To: Lori Olberg
Subject: Reminder: Ordinance Insights, Updates to Open Meeting Law and Employee Leave, and more

For complete information &
additional links, please
contact the City Clerk's Office

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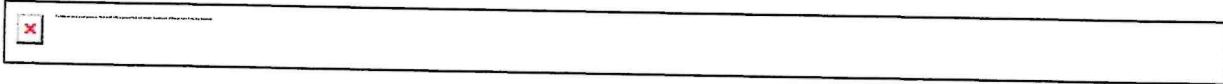
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New Resources

Lori Olberg

From: Act250.Essex@vermont.gov
Sent: Friday, June 27, 2025 1:44 PM
To: ehoekstra@redstonevt.com; ehoekstra@redstonevt.com; ehoekstra@redstonevt.com; tsamuelsen@redstonevt.com; Act250.Agenda@vermont.gov; Benjamin Traverse; Andrew Montroll; permitting@ccrpcvt.org; Act250.Essex@vermont.gov; burlingtontownclerk; Sarah Montgomery; Lori Olberg; James.eikenberry@usda.gov; info@winooskinrcd.org; john.gobeille@vermont.gov; toni.mikula@vermont.gov; josh.castonguay@greenmountainpower.com; efficiency@vermontgas.com; pics@veic.org; anr.act250@vermont.gov; barry.murphy@vermont.gov; PSD.VTDPS@vermont.gov; AOT.Act250@vermont.gov; AGR.Act250@vermont.gov; ACCD.ProjectReview@vermont.gov; Stephanie.Monaghan@vermont.gov
Subject: 4C1253-4 Administrative Amendment
Attachments: AA and COS 4C1253-4.pdf

For complete information, please contact the City Clerk's Office.

[WARNING]: This email was sent from someone outside of the City of Burlington.

Hello,

Please see attached Act 250 Land Use Permit and Certificate of Service.

Adriene Katz | District Technician
Land Use Review Board
District 4 Environmental Commission
111 West Street
Essex Junction, VT 05452
(802) 879-5670
<https://act250.vermont.gov>

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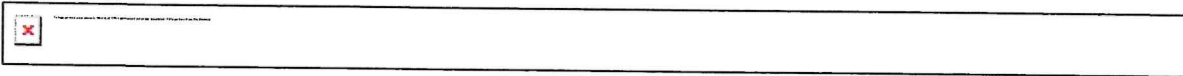
FOR INFORMATION ONLY

Lori Olberg

From: VLCT Weekly Legislative Report <info@vlct.org>
Sent: Monday, June 30, 2025 1:53 PM
To: Lori Olberg
Subject: 2025 Session Wrap-Up

25 JUN 30 PM 3:06
For complete information,
additional text, please
contact the City Clerk's Office

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All in all, VLCT tracked 173 bills introduced for potential impact on municipal government – 25 of which passed – and achieved over 20 bill or amendment introductions for priority issues. In all, the legislature introduced 679 bills and 97 passed one or both chambers by the end of the veto session. Of those passed, 84 were signed by Governor Scott or he allowed them to become law without his signature, and five were vetoed.

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As always, [please stay in touch](#). We want to hear your ideas, feedback, and concerns.

[Read the Weekly Legislative Report](#)

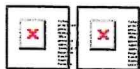
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[Updates](#)

[Vermont Town](#)
[Careers](#)

[Board of Civil](#)
[Authority Toolkit](#)

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Lori Olberg

From: Vermont Town Careers <info@vlct.org>
Sent: Tuesday, July 1, 2025 7:34 AM
To: Lori Olberg
Subject: Re: Broaden Your Reach, Build Your Workforce

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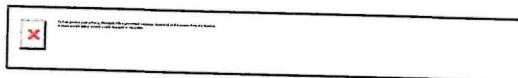
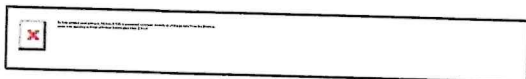
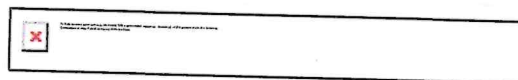
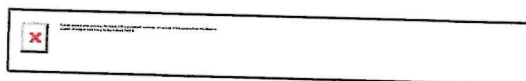
25 JUL 2 AM 9:55

Lori Olberg

From: The Vermont Department of Housing and Community Development
<accd.dhcd@vermont.gov>
Sent: Tuesday, July 1, 2025 8:58 AM
To: Lori Olberg
Subject: Homes for All Award, Available Funding, Battle of Hubbardton

For complete information /
additional text, please
contact the City Clerk's Office.

[WARNING]: This email was sent from someone outside of the City of Burlington.



Top left: Kelley's Field II, an independent living facility in Hinesburg. Top right: Commissioner Farrell speaking at Kelley's Field II ribbon cutting. Bottom left: tour of redevelopment project at the former Bennington High School. Deputy Commissioner Formalarie is on left in front row. Bottom right: Housing roundtable at Burr & Burton Academy in Manchester facilitated by Cornerstone Housing Partners.

COMMENTS FROM THE COMMISSIONER

Happy July, everyone!

The summer is in full swing, and the Department of Housing and Community Development (DHCD) team is enjoying hitting the road to see all the great projects underway in Vermont. From cutting the ribbon at an independent living facility at Kelley's Field in Hinesburg supported by a \$300,000 Community Development Block Grant, to Pittsford Village Farm's renovation of the Caverly-Swift House in Pittsford benefitting from a \$125,000 Downtown and Village Center Tax Credit, DHCD's work is all around us. Deputy Commissioner Nate Formalarie and I also spent a day touring Bennington County with Senators Seth Bongartz and Robert Plunkett learning more about housing initiatives in the area, including the much-anticipated redevelopment of the former Bennington High School.

Since my last update, Governor Scott signed S.127 into law. This piece of

Lori Olberg

From: ANR - ENB Administrator <ANR.ENBAdministrator@vermont.gov>
Sent: Tuesday, July 1, 2025 5:13 PM
To: burlingtontownclerk
Subject: Vermont Environmental Notice Bulletin Stakeholder Update by Location

additional text, please
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Regards,
 ENB Support
 Vermont Agency of Natural Resources

Changes to Activities I'm Following

Activity Type	Activity/Project Name	Permit # / ID	Applicant	Town	Most Recent Update	Date	Status
Municipal Separate Storm Sewer System General Permit 3-9014 (MS4 GP): Notice of Intent	MS4 University of Vermont	7028-9014.A2RA1R1	University of Vermont	Burlington	A draft decision for this activity has been reached and may be reviewed by visiting the ENB. Comments may be submitted through the ENB when the public comment period is open. The administrative record set for this activity has been modified. Please visit the ENB to view the activity profile. The Department is now accepting	2025-07-01	Draft Decision - Public Comment Period

Lori Olberg

From: VLCT Events & Trainings <info@vlct.org>
Sent: Monday, July 7, 2025 7:38 AM
To: Lori Olberg
Subject: July VLCT Training

For complete information
 additional info, please
 contact the City Clerk's Office

[WARNING]: This email was sent from someone outside of the City of Burlington.

July Training & Events

Have you been struggling to keep track of all the events, chats, meet-ups, and trainings VLCT offers? You can use this email, which arrives the first Monday of each month, to plan what you'd like to attend.

MON	TUE	WED	THU	FRI
7/7	7/8	7/9	7/10	7/11
	1 - 2 PM Grants and Funding Chat: Transportation			
7/14	7/15	7/16	7/17	7/18
		9:30 AM - 12 PM Ordinance Adoption and Enforcement	12 PM - 1 PM Legal Lunch: Ordinance Adoption and Enforcement 5:30 PM - 7:30 PM Central Vermont Selectboard Meet-Up (In-Person)	
7/21	7/22	7/23	7/24	7/25
7/28	7/29	7/30	7/31	8/1
				Town Fair Registration Opens!

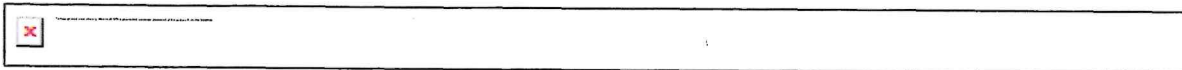
Lori Olberg

From: VLCT Weekly Legislative Report <info@vlct.org>
Sent: Monday, July 7, 2025 10:35 AM
To: Lori Olberg
Subject: Reminder: 2025 Session Wrap-Up

25 JUL 9 AM 11:28

[WARNING]: This email was sent from someone outside of the City of Burlington.

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 Authority Toolkit

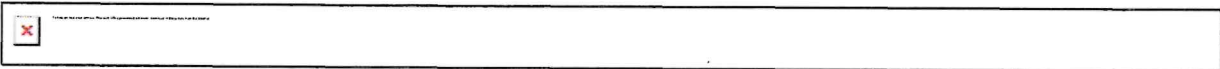
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Lori Olberg

From: VLCT News <info@vlct.org>
Sent: Tuesday, July 8, 2025 3:19 PM
To: Lori Olberg
Subject: Important Change to Municipal Calendar, New Funds for Past Floods, Five New Resources, and more

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Get FREE advertising on VermontTownCareers.org, the new VLCT website created especially to promote Vermont municipal jobs. Attract qualified candidates by posting your jobs on [/vlct.org/classifieds](https://vlct.org/classifieds) or VermontTownCareers.org. The sites are connected, so no matter where you post, your ads show in both places. All you need is your MAP login!

Announcements & Updates

An Update for the New Municipal Calendar Poster – Already!

When H.474 became Act 70 on July 25, the date to begin processing absentee ballots changed from 30 to 45 days before an election. Municipal clerks will need to note this on their brand new printed 2025/2026 Vermont Municipal Calendar.

Your Advocates' Summary of the 2025 Legislative Session

Immerse yourself in our low-down on what-all happened, or didn't, at the conclusion of this year's busy and very long State House session.

New Funds Available for Flood Recovery

A federal community development grant for over \$67.8 million will be distributed by the Department of Housing and Community Development (DHCD) to provide communities affected by July 2023 flooding with disaster relief, long-term recovery, and the restoration of infrastructure and housing.

Apply by 7/14 to Serve on State's Opioid Settlement Advisory Board

Want to help advise the state on how to allocate its settlement funds? Two seats for municipal officials are currently open. Use our online application by 7/14.

Vermont Local Government Institute's Second Cohort Is Open!

This collaboration by VLCT, UVM, and VTCMA helps municipal administrators, managers, assistant managers, and department supervisors gain essential skills to lead their teams and support their communities. It's funded by a grant from UVM's Leahy Center for Rural Partnerships.

Life and Disability Insurance Group Rates Staying Level for Two More Years

Lori Olberg

From: ANR - ENB Administrator <ANR.ENBAdministrator@vermont.gov>
Sent: Tuesday, July 8, 2025 5:15 PM
To: burlingtontownclerk
Subject: Vermont Environmental Notice Bulletin Stakeholder Update by Location

[WARNING]: This email was sent from someone outside of the City of Burlington.

You are receiving this message because you have been signed up to receive email notifications via the Vermont Agency of Natural Resources' Environmental Notice Bulletin (ENB). These notifications are intended to inform you of environmental activities relevant to your town or organization based on location or activity type.

Below are current activities for which you have been signed up to receive notifications. To view the details of these activities please [visit the ENB](#). When one or more activities that match your specific criteria is posted to ENB, you will receive a single email notification compiling the information. If you have been signed up to receive updates step-by-step throughout the review process for these activities the updates will appear in the second half of the email.

To modify the subscription, please contact the staff person listed on the individual activity page or the ENB Administrator at anr.enbadministrator@vermont.gov.

Regards,
 ENB Support
 Vermont Agency of Natural Resources

'25 JUL 9 AM 9:04

Changes to Activities I'm Following

Activity Type	Activity/Project Name	Permit # / ID	Applicant	Town	Most Recent Update	Date	Status
Individual Stormwater Discharge Permit (INDS)	Champlain Elementary School	8486-INDS.A	Burlington School District	Burlington	A final action for this activity has been reached and may be reviewed by visiting the ENB. The appeal period is open for 30 days following the final decision date. The administrative record set for this activity has been modified. Please visit the ENB to view the activity profile.	2025-07-08	Final Decision Reached - Appeal Period

Lori Olberg

From: Act250.Essex@vermont.gov
Sent: Wednesday, July 9, 2025 11:56 AM
To: dmullin@vermonthabitat.org; astout@legvt.com; Act250.Agenda@vermont.gov; Benjamin Traverse; Andrew Montroll; permitting@ccrpcvt.org; Act250.Essex@vermont.gov; burlingtontownclerk; Sarah Montgomery; Lori Olberg; James.eikenberry@usda.gov; info@winooskinrcd.org; john.gobeille@vermont.gov; toni.mikula@vermont.gov; josh.castonguay@greenmountainpower.com; efficiency@vermontgas.com; pics@veic.org; anr.act250@vermont.gov; barry.murphy@vermont.gov; PSD.VTDPS@vermont.gov; AOT.Act250@vermont.gov; AGR.Act250@vermont.gov; ACCD.ProjectReview@vermont.gov; Stephanie.Monaghan@vermont.gov
Subject: 4C0122-12 Minor Notice - Grn. Mtn. Habitat for Humanity - COS - Proposed LUP
Attachments: Minor_Notice 4C0122-12.pdf; Permit_Draft 4C0122-12.pdf

[WARNING]: This email was sent from someone outside of the City of Burlington.

Attached is Act 250 4C0122-12 Minor Notice - Grn. Mtn. Habitat for Humanity - COS - Proposed LUP.

Christine Commo | District Technician
 Land Use Review Board
 District 4 Environmental Commission
 111 West Street
 Essex Junction, VT 05452
 802-879-5660
<https://act250.vermont.gov>

Emails and other written or recorded information produced or acquired in the course of public agency business are public records and may be subject to public examination under Vermont's Public Records Act.

Lori Olberg

From: ANR - ENB Administrator <ANR.ENBAdministrator@vermont.gov>
Sent: Wednesday, July 9, 2025 5:10 PM
To: burlingtontownclerk
Subject: Vermont Environmental Notice Bulletin Stakeholder Update by Location

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Regards,
 ENB Support
 Vermont Agency of Natural Resources

New Activities

25 JUL 10 AM 11:08

Activity Type	Activity/Project Name	Permit # / ID	Applicant	Town	Status
Air Pollution Control Subchapter X Operating Permit	University of Vermont (Main Campus)	AOP-25-024	University of Vermont (Main Campus)	Burlington	In Review

Changes to Activities I'm Following

Activity Type	Activity/Project Name	Permit # / ID	Applicant	Town	Most Recent Update	Date	Status
Air Pollution Control Subchapter X Operating Permit	University of Vermont (Main Campus)	AOP-25-024	University of Vermont (Main Campus)	Burlington	The administrative record set for this activity has been modified. Please visit the ENB to view the activity profile.	2025-07-09	In Review

Resolution Relating to

AUTHORIZATION TO SUBMIT
2025 BURLINGTON ONE-YEAR ACTION PLAN

RESOLUTION_____

Sponsor(s): Councilor Schachter
Introduced: _____
Referred to: _____
Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, Burlington, Vermont (the “City”) is eligible to participate in the Federal Department of
2 Housing and Urban Development (HUD) Community Development Block Grant (CDBG) and HOME
3 Investment Partnership Programs (HOME) as an entitlement jurisdiction; and
4 WHEREAS, the City of Burlington is required by HUD to adopt a Consolidated Plan and One-Year
5 Action Plan as part of the federal requirements for these two formula grant programs; and
6 WHEREAS, the City’s 2024-2028 Consolidated Action Plan, contains a housing and community
7 development needs assessment; a survey of available resources; and a five-year strategy that specifies achievable
8 housing and community development goals and programs; and
9 WHEREAS, the City of Burlington adopted the 2024-2028 Consolidated Plan for Housing and
10 Community Development in June 2024 as federally required by HUD; and
11 WHEREAS, the City has prepared a one-year action plan (Annual Action Plan) that is reflective of the
12 2024-2028 Consolidated Action Plan; and
13 WHEREAS, the 2025 Annual Action Plan establishes a one-year program in compliance with HUD
14 funding allocations and requirements; and
15 WHEREAS, citizen participation leading to the development of the One-Year Action Plan included
16 workshops; public meetings; consultation with community and state agencies; and an Advisory Board which
17 made recommendations on the allocation of 2025 CDBG funds for sub-grantees; and
18 WHEREAS, the 30-day comment period on the 2025 One-Year Action Plan was held from June 11,
19 2025 through July 11, 2025, and
20 WHEREAS, notice of the proposed Plan was circulated in June by notice published in Seven Days, a
21 weekly newspaper, and online on the website of the Community & Economic Development Office, and by e-
22 mail notice to all City Councilors, to the CDBG mailing list, to the CDBG Advisory Board, to the Continuum
23 of Care mailing list, and to city residents via social media; and
24 WHEREAS, the recommendations of the Advisory Board together with a proposed 2025 One-Year
25 Action Plan was published for public comment on June 11, 2025; and

**AUTHORIZATION TO SUBMIT 2025 BURLINGTON
ONE-YEAR ACTION PLAN**

WHEREAS, notice of the recommendations of Advisory Board and of the proposed 2025 One-Year Action Plan was circulated to all applicants and by notice published in Seven Days and online on the website of the Community & Economic Development Office; and

WHEREAS, a duly warned public hearing was held on June 23, 2025 to receive further input; herein;

NOW, THEREFORE, BE IT RESOLVED that City Council hereby adopts the 2025 One-Year Action Plan; and

BE IT FURTHER RESOLVED that Mayor Emma Mulvaney-Stanak is hereby authorized to sign on behalf of the City of Burlington the application for CDBG and HOME funding which accompanies this 2025 One-Year Action Plan, and any and all documents deemed necessary to accept and disperse such Department of Housing and Urban Development grant funds, subject to the review and approval of the City Attorney's Office; and

BE IT FURTHER RESOLVED that the City Council hereby approves the expenditure of 2025 Community Development Block Grant Entitlement and HOME funds as described in the 2025 One-Year Action Plan.

CC/ Resolutions 2025/Authorization to Submit 2025 Burlington One-Year Action Plan
7/14/2025



COMMUNITY & ECONOMIC DEVELOPMENT OFFICE

149 CHURCH STREET • ROOM 32 • CITY HALL • BURLINGTON, VT 05401
(802) 865-7144 • (802) 865-7024 (FAX)
www.burlingtonvt.gov/cedo

MEMORANDUM

TO: Mayor Emma Mulvaney-Stanak, Board of Finance and City Council
FROM: Christine Curtis, Senior Community Development Specialist, CEDO
DATE: July 14, 2025
RE: Approval of Community Development Block Grant and HOME Investment Partnerships
Proposed Allocations for the 2025 Action Plan for Housing & Community Development

The Community & Economic Development Office (CEDO) is seeking approval of the City's 2025 One-Year Action Plan for Housing & Community Development (Action Plan) for the planning and allocation of federal funds from Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and other U.S. Department of Housing and Urban Development (HUD) administered programs. Pending final HUD approval, the City is expecting to receive \$745,925 in CDBG entitlement funds and \$331,651 in new HOME funds to support housing, community and economic development activities for the 2025 program year (July 1, 2025 – June 30, 2026). A breakdown of the funding recommendations can be found below for both the CDBG and HOME programs.

The funding recommendations and draft 2025 Action Plan were subject to a Public Hearing to solicit input on Burlington's housing and community development needs at the June 23rd, 2025 City Council meeting. Public comments on the Action Plan were also accepted through July 11th, 2025 via email at ccurtis@burlingtonvt.gov. The Action Plan will be submitted to HUD after Board of Finance and City Council approval.

The proposed subrecipient allocations for the City's 2025 CDBG funds were recommended by the CDBG Advisory Board. The Advisory Board includes a seat for a representative from each of the City's eight wards (selected by the Neighborhood Planning Assemblies), Mayoral appointees, and one seat filled by the State of Vermont. CEDO's leadership, with the support of the Mayor, makes CDBG funding recommendations for programs administered by CEDO staff and other City departments. All funding recommendations are outlined below.

MOTIONS:

Board of Finance Motion:

To approve and recommend that the City Council approve the attached resolution relating to the Authorization to submit the 2025 Burlington One-Year Action Plan and direct the Mayor or her designee to sign the accompanying documents for submittal to HUD.

City Council Motion:

To waive the reading and adopt the attached resolution related to the Authorization to submit the 2025 Burlington One-Year Action Plan and direct the Mayor or her designee to sign the accompanying documents for submittal to HUD.

2025 CDBG – Public Service Awards

The following organizations and programs have received CDBG grants in previous years

<u>Organization</u>	<u>Program Name</u>	<u>Awards for 2025 Action Plan</u>	<u>Program summary</u>	<u># of Beneficiaries served (projected)</u>
Pathways	Housing First Services in Chitt. County	\$25,000	permanent housing placement services for individuals with histories of homelessness	45 households
Vermonters for Criminal Justice Reform (VCJR)	VCJR Re-Entry and Recovery Center with Contingency Management	\$17,388	to support existing services which include overdose prevention, recovery, and other supportive services for people living with substance use disorders	60 persons
Steps to End Domestic Violence	Safe Tonight	\$34,500	emergency housing and support services for adults and children fleeing domestic violence	564 persons
CVOEO	Volunteer Income Tax Assistance (VITA)	\$15,000	free tax preparation and electronic filing services for LMI households	700 persons
Lund	Lund's Parent Child Center and Clinical Treatment Services	\$20,000	childcare services and resources for vulnerable children and families	95 persons

2025 CDBG - Development Awards

The following organizations and programs have received CDBG grants in previous years

<u>Organization</u>	<u>Program Name</u>	<u>Awards for 2025 Action Plan</u>	<u>Program summary</u>	<u># of Beneficiaries served (projected)</u>
Mercy Connections	Small Business Equity Project	\$75,000	entrepreneurial and English language learning education to support the growth of small businesses in Burlington	100 persons
CVOEO	Micro Business Development Program	\$70,642	coaching, classes, and technical assistance for low-mod Burlington residents to start, sustain, and expand micro businesses	80 persons

Champlain Housing Trust (CHT)	Supportive Housing at 322 St. Paul Street	\$252,210	rehab and new construction – 10 new affordable apartments to provide supportive housing for adults with intellectual and developmental disabilities	10 persons
Champlain Housing Trust (CHT) & DPW	Ravine Sewer Project	\$135,000**	grouting old, brick sewer to ensure the stability and safety of the roadway and buildings – directly supporting the Post Apartments project	City-wide benefit
Dismas of Vermont	Buell Street Dismas House Sprinkler System	\$52,000	installation of new sprinkler and fire alarm system at Buell Street Dismas House	20 persons
Business & Workforce Development	Microenterprise Technical Assistance	\$35,000	technical assistance for entrepreneurs and small businesses	28 persons
CEDO	CDBG Administration	\$149,185	implement City planning efforts; administer community and economic development programs	N/A

****funded with prior year, carryover funds**

2025 CDBG Funding

CDBG	Subtotal	Item	Amount
Programs/Projects	\$731,740	Public Service	\$111,888
		Development	\$484,852
		Carryover funds	\$135,000
Admin and Planning	\$149,185	CDBG Administration	\$149,185
TOTAL	\$880,925		\$880,925

2025 HOME Awards/Funding

HOME Project Category	Subtotal	Item	Amount
Affordable Housing	\$298,486.79	Affordable Housing Projects	\$248,738.99
		15% CHDO Set-Aside	\$49,747.80
Admin and Planning	\$33,165.20	HOME Administration	\$33,165.20
TOTAL	\$331,651.99		\$331,651.99

2025 Action Plan for Housing & Community Development
City of Burlington, Vermont



Prepared by
Community & Economic Development Office
Room 32 – City Hall
149 Church Street
Burlington, VT 05401
(802) 865-7144
www.burlingtonvt.gov/CEDO

This document is available upon request in alternative format for persons with disabilities.

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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The 2025 Action Plan explains how the City plans to spend the Community Development Block Grant (CDBG) and HOME Investment Partnership Act (HOME) funds that the City receives from the U.S. Department of Housing & Urban Development (HUD), together with other leveraged resources, during the upcoming program year beginning on July 1, 2025. The national CDBG program is a principal revenue source to grow local communities and improve the quality of lives for low- and moderate- income persons. The HOME program is designed to create affordable housing for low-income households through building, buying, and/or rehabilitating housing for rent or homeownership.

The overall goal of these community planning and development programs is to develop viable communities by providing decent housing, expanded economic opportunities, and a suitable living environment, principally for low- and moderate-income persons. HUD administers these programs on a national basis and awards grants to entitlement communities and participating jurisdictions – including the City of Burlington – each year on a formula basis. The City in turn awards grants and loans to local nonprofits as well as providing direct services to residents and businesses through several CDBG-funded programs.

2. Summarize the objectives and outcomes identified in the Plan

Affordable housing continues to be the City's highest priority. Cost of housing, age of the housing stock, and a low vacancy rate are three significant factors that contribute to the need for affordable housing in Burlington. The following initiatives are on the City's housing agenda: preserving existing affordable units; creating new affordable units; renovating rental and owner-occupied affordable housing; and promoting homeownership opportunities among income-qualified households.

A suitable living environment is the City's next highest priority. The City has historically used the maximum available CDBG resources to support the provision of social services by local nonprofits. The City also uses CDBG to support public facilities and infrastructure and nonprofit facilities.

Economic opportunity is the City's third priority. The City uses CDBG funds to support projects that create and retain businesses and jobs through technical assistance and to support low-income residents in business ownership through entrepreneurial training and loans. The City also uses CDBG to address barriers to economic opportunity, including through the provision of affordable, quality early childcare and assistance in filing taxes and developing financial literacy.

3. Evaluation of past performance

The City continues to focus its CDBG and HOME dollars on high priority activities, primarily comprised of housing, economic development, and suitable living environment projects. Burlington continues to focus essentially all expenditures to assist low and moderate-income persons, as a result approximately 98% of CDBG beneficiaries fall in the low to moderate income category. Below are the City's most recent highlights of past performance that contributed to the selection and focus of this year's goals and projects.

Highlights of Outcomes

The City's highest priority under its Consolidated Plan is affordable housing. Highlights include:

- In December 2024, the City of Burlington's Lead Program received \$4,301,890 in lead hazard control funds and \$529,000 in health homes supplemental funding to improve indoor air quality and reduce other health hazards such as asbestos and tripping. The Lead Program's previous grant ended in July 2024. During the reporting period of July 1, 2023 – June 30, 2024 the Lead Program completed testing for Lead-Based Paint hazards in seven rental housing units, performed Lead Hazard Control activities in 35 rental housing units and three owner-occupied units, performed Healthy Homes interventions in 36 housing units, trained 22 individuals on the EPA Renovate, Repair, and Painting (RPP) Rule, trained 12 individuals to be lead-based paint abatement workers and supervisors, trained 125 individuals on the VT Lead Law, Inspection, Repair, & Cleaning Practices, and conducted 12 outreach and education events that reached over 630 individuals.
- Funds have been committed to two new construction rental housing projects that together will have ten HOME-assisted units and an additional 44 mostly affordable units. Additional rental housing development projects are in the pipeline.
- Funds have also been used to rehabilitate existing affordable properties, including those reserved for older community members, thus improving safety and comfort for residents.

A suitable living environment is the City's second priority. Highlights include:

- CDBG-funded agency Steps to End Domestic Violence, provided emergency shelter and services to 576 persons fleeing domestic violence.
- Feeding Champlain Valley (previously Feeding Chittenden) and the co-located Community Resource Center served nearly 900 Burlington residents.

- Development work and programming continued at the Moran – FRAME project.
- Pathways Vermont served 65 individuals experiencing homelessness by providing a variety of housing support services including service coordination, housing location services, retention supports, benefits coordination, and mental health and substance use services.
- Vermont Center for Criminal Justice Reform’s Re-Entry and Recovery Center provided case management services to 177 justice-involved individuals living with substance use disorder.

Economic opportunity is the City's third priority. Highlights include:

- CEDO and CDBG funded partners provided technical assistance and business development services to 205 microenterprises.
- The Lund Early Childhood Education program provided early childhood services to 18 residents, with a focus on supporting vulnerable children and families.
- The Volunteer Income Tax Assistance (VITA) program served over 800 Burlington residents, providing tax preparation and other income tax related assistance.
- 34 Burlington residents took part in training programs provided by CEDO and CDBG-funded partners, including the Personal Care Assistant Plus program and youth construction training programs provided by ReSOURCE.

4. Summary of Citizen Participation Process and consultation process

The Community & Economic Development Office followed the Citizen Participation Plan in the development of this Plan. A Public hearing was held on June 23rd, 2025 at a Burlington City Council meeting. The hearing notice was published in a local paper. Organizations were consulted, including the Continuum of Care.

The most meaningful way in which Burlington residents participate in the Action Plan process is their involvement in spending decisions. Through the Neighborhood Planning Assemblies (NPAs) each of the City’s eight wards elects a representative to the CDBG Advisory Board and collectively, those residents have a majority voice in making recommendations to the Mayor about how to spend the City’s CDBG funding each year. The NPAs are grassroots associations, created by City Charter, which exist in each of the City’s wards and meet monthly as organized, democratic forums where neighbors can learn about public issues that affect them and advise city government of their concerns and needs. The Board’s recommendations have traditionally been adopted without change by the Mayor and City Council.

The City engaged in alternative public involvement techniques during the development of this Plan. The Plan was posted on the City's website and citizens were invited to comment via social media and email lists.

The public comment period will begin on June 11th, 2025 and end on July 11th, 2025.

5. Summary of public comments

TBD

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments were accepted.

7. Summary

To summarize, the following document represents the housing, community and economic development needs and priorities as well as the chosen projects and activities to implement for the City of Burlington's 2025 Action Plan.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	Burlington, VT	Community & Economic Development Office
HOME Administrator	Burlington, VT	Community & Economic Development Office

Table 1 – Responsible Agencies

Narrative (optional)

The Community & Economic Development Office (CEDO) is a department of the City of Burlington. The department engages our community to build a healthy, safe, and vibrant city with opportunities for all. CEDO staff members and programs seek to foster economic vitality; preserve and enhance neighborhoods, quality of life, and the environment; and promote opportunities for all residents of Burlington.

Consolidated Plan Public Contact Information

Christine Curtis

Community Development Specialist

CEDO

149 Church Street Room 32

Burlington, VT 05401

ccurtis@burlingtonvt.gov

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City works closely with a range of stakeholders to determine community needs and priorities and to allocate CDBG and HOME funds to projects addressing these needs. Stakeholders consulted during the preparation of this Plan, including decisions around funding awards, include: the CDBG Advisory Board, which includes representatives from each of the City's wards, Mayoral representatives, and representatives from state agencies; nonprofit housing developers and service providers operating within the city; the Chittenden County Homeless Alliance (a HUD-recognized Continuum of Care); business owners; City residents; landlords; and colleagues within the City's Community & Economic Development Office, including the Burlington Lead Program.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

Community Economic & Development Office staff serve as co-chair and Collaborative Applicant for the Chittenden County Homeless Alliance (CCHA), a HUD-recognized Continuum of Care (CoC) that aims to make homelessness rare and brief for persons in Burlington and throughout Chittenden County. CCHA members include representatives from nonprofit organizations, including service providers and affordable housing developers, local businesses, persons with lived experiences of homelessness, and local, state, and federal agencies, who meet regularly to coordinate City- and county-wide approaches to addressing the needs of vulnerable residents. The CCHA has implemented best practices in its approach to addressing homelessness, including the use of a common assessment tool for Coordinated Entry, prioritizing units for the most vulnerable, developing a community waitlist, and using a shared information management system with the Balance of State, the statewide Continuum of Care. These efforts help to ensure that the diverse agencies and organizations operating in Burlington are collaboratively working towards a common goal.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The CoC manages the Coordinated Entry System (CES), coordinating the implementation of a housing and service system that engages multiple service providers and organizations to connect with and to address the needs of persons experiencing homelessness in the county. The CES models a no-wrong-door approach to accessing the CES; service providers and community partners throughout Chittenden County are Access Points to the CES (including Vermont 211 as a virtual access point), allowing individuals and families experiencing a housing crisis to be directly engaged and linked to the CES. The CES matches households experiencing homelessness with eligible services based on vulnerability, sustainability, and length of homelessness through a standardized, scored assessment. Each eligible household will be assigned a housing navigator and added to a master list of homeless households which is reviewed weekly by CES partners for housing opportunities. Currently, eligible households include HUD-defined “literally homeless” and “imminent risk” households. In the 2023 program year, the Coordinated Entry system placed 305 households into permanent housing and is on track to match that for the 2024 program year. Many housing projects funded by the City, including through the use of HOME and CDBG funds, include units dedicated for households exiting homelessness. These units are usually filled in coordination with the Coordinated Entry system and are paired with supportive services. CDBG services have also been targeted to address emerging needs through the CoC and public service funds have supported housing navigation and supportive services program that operate within the umbrella of the CCHA and CoC.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

ESG funding allocations are made by the State of Vermont. Several state offices, including the Office of Economic Opportunity which administers ESG participate actively in the CoC and its numerous committees, including strategic planning and coordinated entry. VT's Emergency Solutions Grant funds are blended with state funds and administered under the Housing Opportunity Grant Program. Funding decisions are based on thorough knowledge of this Continuum's operations and priorities, with an emphasis on how best to realize value for investment. The State solicits specific feedback from the CoCs and stakeholders through presentations, discussions, and surveys regarding priorities and how to allocate ESG funds to eligible activities as well provide an annual review of funding priorities and performance.

The Chittenden County Homeless Alliance has developed a single HMIS with the Vermont Balance of State including joint governance, policies and procedures. One of our CoC-funded projects supports the HMIS lead - the Institute for Community Alliances. The Alliance members use BitFocus/Clarity HMIS and the CoC utilizes reports and information for strategic planning.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	AARP Vermont
	Agency/Group/Organization Type	Housing Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Phone call with representative of AARP Vermont. Goal of phone call was to better understand needs of older Vermonters in Burlington.
2	Agency/Group/Organization	Age Well
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Online meeting with agency representative. Goal of meeting was better understanding needs of older residents including housing, food security, and safety.
3	Agency/Group/Organization	Agency of Human Services
	Agency/Group/Organization Type	Other government - State

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Individual online meeting with Field Services Director. Goal for interview was information on community needs including supporting persons who are unhoused and special populations as well as addressing other needs in the community.
4	Agency/Group/Organization	ANew Place
	Agency/Group/Organization Type	Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Meeting with agency leadership. Goal was to understand services and needs for people who are unhoused including shelter operations and transitional housing services.
5	Agency/Group/Organization	ASSOCIATION OF AFRICANS LIVING IN VERMONT
	Agency/Group/Organization Type	Housing Services-Children Services-Persons with Disabilities Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	In-person meeting with multiple members of AALV staff. Goal of meeting was learning more about the needs and challenges experienced by individuals and families served by AALV. Conversation included insights on housing, employment, mental health and substance use services, education, economic opportunities and other topics.
6	Agency/Group/Organization	Bissonnette Properties
	Agency/Group/Organization Type	Housing Business Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	In-person meeting with property manager of large real estate investment and property management company in Burlington. Goal for interview was understanding housing needs from perspective of large property owner who has been in business multiple years.
7	Agency/Group/Organization	BURLINGTON HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Meeting with Executive Director both one-on-one and in group conversation. Goal of meetings were collaboration with PHA, coordination of consolidated plans, and strategies for affordable housing within the City.

8	Agency/Group/Organization	Burlington Lead Program
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Meeting with manager of Burlington Lead Program. Goal of meeting was better understanding City's needs and responses to lead-based paint and other health hazards in Burlington.
9	Agency/Group/Organization	Burlington Telecom
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	What section of the Plan was addressed by Consultation?	Economic Development Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Written correspondence and conversation with internet provider. Goal was to understand digital access and broadband internet service availability for folks in Burlington.
10	Agency/Group/Organization	Cathedral Square Corporation (CHDO)
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Meeting with Executive Director both one-on-one and in group conversation.
11	Agency/Group/Organization	Champlain Housing Trust
	Agency/Group/Organization Type	Housing Services - Housing Regional organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Conversations with individual staff, including executive director, services director, properties director. Also participated in group conversations.
12	Agency/Group/Organization	Champlain Valley Office of Economic Opportunity
	Agency/Group/Organization Type	Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Met online with Executive Director and four leadership team members. Goal of meeting was to discuss the needs of individuals and families in Burlington including fair housing needs, preventing homelessness through back-rent payment, tax assistance, general housing needs, experiences of persons with financial poverty, food resources, services for persons who are unhoused and other community needs.
13	Agency/Group/Organization	Chittenden County Regional Planning Commission
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Met in-person with three members of the CCRPC. Goal of meeting was better understanding housing and community development needs of Burlington within a regional context.
14	Agency/Group/Organization	City of Burlington

	Agency/Group/Organization Type	Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Agency - Emergency Management Other government - Local
	What section of the Plan was addressed by Consultation?	Market Analysis flood prone areas, etc.
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Correspondence, communication, data review with several City departments and individuals to review risks, concerns, opportunities and responses to areas and happenings of high environmental impact.
15	Agency/Group/Organization	COMMITTEE ON TEMPORARY SHELTER
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Held several in-person meetings with organization leadership. Also met with individuals in the Daystation - a daytime space for unhoused adults. Goal of meetings were to better understand the needs of people who are unhoused, understand if/what has been working well to serve households, what are Burlington's greatest needs related to experiences of homelessness and to learn about the agency's experience as a property owner and landlord.
16	Agency/Group/Organization	Department of Corrections
	Agency/Group/Organization Type	Publicly Funded Institution/System of Care Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Met online with five staff from local correctional facility. Goal of meeting was better understanding the needs of persons existing incarceration into the community and the steps Corrections takes to ensure persons returning to community have sufficient housing and supports.
17	Agency/Group/Organization	Disability Rights Vermont
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Met online with Executive Director of DRVT. Goal of meeting was better understanding the needs of persons with disabilities in Vermont. Discussion included housing and support needs for persons with disabilities.
18	Agency/Group/Organization	Five Seasons Property Management
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	In-person meeting with owner of property management company and rental properties. Goal of meeting was understanding barriers to creating more housing and housing affordability in Burlington.
19	Agency/Group/Organization	HOMESHARE VERMONT
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Met in-person with executive director of HomeShare Vermont. Goal of meeting was understanding the needs of older Vermonters and persons who may be experiencing challenges with independence in housing as well as persons who are seeking out an affordable living option.
20	Agency/Group/Organization	Howard Center
	Agency/Group/Organization Type	Services-homeless Health Agency

	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	In-person meeting with 4 members of Howard Center's Street Outreach team. Goal of meeting was better understanding of the challenges and difficulties facing folks who are unhoused in Burlington. Howard Center is a designated provider of mental health and substance use services for Burlington.
21	Agency/Group/Organization	Neighborhood Planning Assembly Steering Committee
	Agency/Group/Organization Type	Planning organization Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Joined all wards Neighborhood Planning Assembly (NPA) online and CEDO staff joined in-person local NPA meetings. Goal of meetings was hearing from these representative groups as residents and interested parties about the housing and community development needs in Burlington.
22	Agency/Group/Organization	Pathways Vermont Inc.
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-homeless Services-Health
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	In-person meeting with direct service leadership team. Goal for interview was better understanding the needs of people experiencing homelessness especially persons with mental health and substance use challenges. Also visited briefly with individuals and staff in their community space that provides an alternative to traditional mental health services.
23	Agency/Group/Organization	Safe Harbor - Community Health Centers of Burlington
	Agency/Group/Organization Type	Services-homeless Services-Health Health Agency

	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	In-person meeting with Practice Manager of the Homeless Healthcare program. Goal for interview was to understand healthcare, housing and service needs for persons who are unhoused.
24	Agency/Group/Organization	Shoeless Property Management
	Agency/Group/Organization Type	Housing Business Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Phone meeting with owner of large number of residential properties in Burlington. Goal for interview was understanding housing needs from perspective of large property owner who has been in business multiple years.
25	Agency/Group/Organization	Spectrum Youth and Family Services, Inc.
	Agency/Group/Organization Type	Housing Services-homeless Services-Health
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	In person meeting with operations director and clinical director of organization that provides a variety of supports including housing and service coordination for youth and young adults experiencing homelessness. Goal for interviews were to understand number and needs of community's unaccompanied youth experiencing homelessness.
26	Agency/Group/Organization	Steps to End Domestic Violence

	Agency/Group/Organization Type	Services - Housing Services-Victims of Domestic Violence Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Families with children
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Online meeting with executive director and leadership staff person. Goal for interview was information on supports for persons who are survivors of domestic violence and the challenges and struggles faced by persons who are leaving unsafe domestic experiences. Conversation included information about DV shelter and challenges with housing availability (not enough housing), substance use and mental health needs for survivors and their household members.
27	Agency/Group/Organization	Trusted Community Voices - CEDO
	Agency/Group/Organization Type	linguistic and cultural liaisons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Online meeting with five persons who serve as Trusted Community Voices - linguistic and cultural liaisons to several communities in Burlington. Goal of interview was information related to the housing and economic development needs of a more diverse range of Burlington residents, especially those who may not speak English as their first language or not be represented in other outreach efforts.
28	Agency/Group/Organization	Turning Point
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	In-person meeting with executive director. Goal for interview was information on supports for persons who struggle with substance use; specifically peer abstinence models.
29	Agency/Group/Organization	U.S. Committee for Refugees and Immigrants Vermont
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-homeless Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Online meeting with two staff members of USCRI. Goal of interview was information related to the housing and economic development needs of New Americans and immigrants. Discussion included needs of households which include members who are elderly and children, challenges with accessing housing, lack of large and appropriate housing, opportunities for employment that align with households responsibilities, challenges with financial poverty and other exceptional challenges faced by individuals served by USCRI.
30	Agency/Group/Organization	University of Vermont Medical Center
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Health Health Agency Publicly Funded Institution/System of Care Major Employer

	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Meeting online with Emergency Department social work lead and additional online meeting with three members of medical center team in direct service and community liaison roles. Goal of meetings were information on public health needs, needs of individuals accessing short and long-term care at the hospital (ED and in-patient), needs that are bringing people into the hospital for care, challenges with discharging from care and how to better serve community members who are accessing the hospital.
31	Agency/Group/Organization	Vermont CARES
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Online meeting with operations director of Vermont CARES. Goal of meeting was better understanding City's needs and available supports for persons with HIV/AIDS.
32	Agency/Group/Organization	Vermont Department for Children and Families
	Agency/Group/Organization Type	Services-Children Other government - State
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Online meeting with small group of providers who serve children involved with the foster care system and youth and young adults who are aging out of foster care. Goal of meeting was better understanding and identifying needs of families involved with the Department for Children and Families, children who are in foster care and young adults who are aging out of foster care services. Many served by this system of care have disabilities and housing insecurity.

33	Agency/Group/Organization	Vermont Interfaith Action
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	In-person meeting with six local faith leaders. Goal for meeting was information on community needs - highlighted areas of concern included lack of housing, displacement of people who are unhoused and camping, substance use services and safety and other needs of people in the community and persons experiencing financial poverty.
34	Agency/Group/Organization	Vermont Real Estate Cooperative, LTD
	Agency/Group/Organization Type	Housing Business Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	In-person meeting with founding board member of VREC. Goal for interview was information on affordable housing models and creative solutions for addressing housing needs, maintaining affordable housing and addressing the needs of persons experiencing financial poverty. Also representative of a growing cooperative business in the community.
35	Agency/Group/Organization	Vermont Works for Women
	Agency/Group/Organization Type	Services-Employment
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Online meeting with executive director. Goal for interview was information on employment resources for women and underserved populations.

36	Agency/Group/Organization	Veterans Administration Lakeside Clinic
	Agency/Group/Organization Type	Services-homeless Services-Health Other government - Federal
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Veterans
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	In-person meeting with person who is HUD VASH Program Coordinator, Health Care for Homeless Veterans Social Worker/Case Manager and VT VAHCS Coordinated Entry Representative & VT CoC Representative for Veterans. Communications via email and phone as well. Outcomes: Improved collaboration for needs of veterans experiencing homelessness and ongoing coordination of best practices and services for individuals in Burlington and throughout the state.

Identify any Agency Types not consulted and provide rationale for not consulting

There were no agencies not consulted in our process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Chittenden County Homeless Alliance	Shared goal of housing for everyone who is experiencing homelessness through a responsive, comprehensive and coordinated system of care.
Burlington, VT Climate Action Plan	City of Burlington	Providing a safe, comfortable living environment and sufficient housing for folks in Burlington impacted by the changing climate and persons who are moving to Burlington for its environment.
planBTV: Comprehensive Plan 2019 Update	City of Burlington	Shared goals and priorities of affordable housing, sufficient services, public facilities and infrastructure for the City's community members.
Housing for Vermonters w/Intellectual and Develop	Vermont Developmental Disabilities Council	Full title: Report: Service Supported Housing for Vermonters with Intellectual and Developmental Disabilities (I/DD) 2023 Research Brief. Consideration of housing needs and preferences for persons with I/DD in Burlington.
An Infrastructure Plan for a Sustainable City	City of Burlington	Shared goal of broadband access for all residents, management of public facilities and infrastructure to ensure resident safety and access.

Table 3 – Other local / regional / federal planning efforts

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The citizen participation process can be summarized as followed:

- Citizen participation on the 2024-2028 Consolidated Plan was solicited through an online survey, meetings with more than fifty local organizations, in-person outreach to vulnerable communities, and public posters where participants were able to identify housing and community need priorities
- A public hearing was held in September 2024 to review the Consolidated Annual Performance and Evaluation Report (CAPER) and to hear any citizen input on housing and community development needs
- A notice about the availability of funds for CDBG was published online, in a local newspaper, and via direct email to nonprofits, City departments, and residents in October 2024
- An informational workshop was held for candidates
- All applications were published online for review
- The CDBG Advisory Board, comprised of residents, Mayoral appointees, and state agency representatives, held three meetings in January - March 2025 to determine funding recommendations, which were published online along with the draft Action Plan
- A public hearing was held on June 23rd, 2025 to gather input on housing and community development needs, funding recommendations, and the Action Plan. The Plan was available for public comment for 30 days. The public hearing and public comment period were advertised via local news, email, social media, and the City website.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	Non-targeted/ broad community	Public hearing soliciting feedback for the needs assessment portion of the Consolidated Plan hosted in conjunction with the City Council meeting 2/12/24.	Request for ongoing support for persons who are older and Cathedral Square Corporation. Questions regarding outreach to underserved and non-English speaking communities (CEDO shared outreach efforts including meeting with AALV, USCRI and Trusted Community Voices as well as survey translation).	All comments were accepted and considered in developing Consolidated Plan.	
2	Public Hearing	Non-targeted/ broad community	A public hearing was held in September 2024 to review the CAPER and to hear any citizen input on housing and	Focus on neighborhoods outside the Old North End where multi-unit housing developments are occurring.	All comments were accepted	

			community development needs			
3	Newspaper Ad	Non-targeted/broad community	Notice of funding availability for the 2025 CDBG Action Plan was advertised on October 30, 2024 in the Seven Days paper to the general public.			
4	Public Meeting	Nonprofits & potential sub-grantees	One workshop was held for potential sub-grantees on November 7, 2024 to offer technical assistance. Approximately 20 people attended from a variety of nonprofits.			
5	Internet Outreach	Non-targeted/broad community	The applications for CDBG funding were placed on the CEDO/City of Burlington			www.burlingtonvt.gov/157/Community-Economic-Development-Office-CE

			website. The applications remain available for view online.			
6	Newspaper Ad	Non-targeted/broad community	An ad was placed in Seven Days newspaper on June 11, 2025 as a legal notice for the public comment period and public hearing for the 2025 Action Plan			
7	Internet Outreach	Non-targeted/broad community	The 2025 Action Plan was published online on the CEDO/City of Burlington website during the public comment period. Over 100 individuals and nonprofits, in addition to the CoC, received an			www.burlingtonvt.gov/157/Community-Economic-Development-Office-CE

			email link to the Plan.			
8	Public Hearing	Non-targeted/broad community	A public hearing was held on June 23, 2025. Attendance included members of the City Council and City Staff as well as members of the public.	TBD	All comments were accepted	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

CDBG and HOME Program funding are critical for assisting the City of Burlington with addressing its needs for affordable housing and community development. The anticipated funding amounts for the remainder of the Consolidated Plan are projections based on current year awards. There are a multitude of factors that affect HUD allocations each year and future funding is uncertain.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation:	Program Income:	Prior Year Resources:	Total:		
CDBG	Public-federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$745,925	\$0	\$135,000	\$880,925	\$2,184,483	The City expects to leverage significant federal, state, local and private resources over the course of the Consolidated Plan.
HOME	Public-federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for	\$331,651.99	\$0	\$0	\$331,651.99	\$1,056,545	The City expects to leverage significant federal, state, local and private resources over the course of the Consolidated Plan.

		ownership TBRA						
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Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City anticipates leveraging additional funds and resources to support priority needs identified in this plan and satisfy matching requirements of these funds. Additional resources and approximate values over the duration of the City's Consolidated Plan (2024-2028) are listed below:

- McKinney-Vento funds under the HEARTH Act - \$6,000,000
- Lead Hazard Control Grant - \$4,301,890
- Healthy Homes Supplemental Funding - \$529,000
- Low Income Housing Tax Credits - \$15,950,000 (this is a statewide allocation)
- City of Burlington Housing Trust Fund - \$5,825,000
- Burlington Housing Authority rental subsidies - \$125,000,000

The City will meet or exceed the requirement that “contributions must total not less than 25% of funds drawn from the jurisdiction’s HOME Investment Trust Fund Treasury account in that fiscal year,” excluding funds drawn for administrative and planning costs pursuant to 24 CFR 92.207. Sources of matching funds include, but are not limited to, funds administered by the Vermont Housing and Conservation Board, the Burlington Housing Trust Fund, waiver of impact fees, and Burlington Electric Department energy efficiency grants to affordable housing projects.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City is utilizing City-owned land to house shelter pods that provide temporary housing to persons experiencing homelessness in the community. This location is within the City's NRSA and the City hopes to partner with a non-profit housing developer to build permanent affordable housing at the site in the future.

Discussion

CDBG's anticipated resources includes \$135,000 of prior year resources - 2022 funds that were originally allocated to Champlain Housing Trust's Housing Improvement Program that did not move forward. Therefore, these funds have been reallocated in the current Action Plan to fund a critical infrastructure project that will directly support a new housing project, also being executed by Champlain Housing Trust. This funding adjustment will be accurately reflected in the City's 2025 Consolidated Annual Performance and Evaluation Report (CAPER) – Report #PR26. See "Projects" section below for more details on these activities.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Create New Affordable Housing	2024	2028	Affordable Housing Homeless	City-Wide NRSA	Affordable Housing Addressing Homelessness	CDBG: \$0 HOME: \$248,738.99	Rental units constructed: 4 Household Housing Unit
2	Improve Existing Affordable Housing	2024	2028	Affordable Housing Homeless Non-Homeless Special Needs	City-Wide	Affordable Housing Addressing Homelessness	CDBG: \$0 HOME: \$49,747.80	Rental units rehabilitated: 5 Household Housing Unit
3	Public Services	2024	2028	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	City-Wide	Affordable Housing Addressing Homelessness Community Services and Safety	CDBG: \$91,888 HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 1,369 Persons Assisted

4	Economic Development	2024	2028	Non-housing community development	City-Wide NRSA	Economic Development	CDBG: \$180,642 HOME: \$0	Businesses assisted: 208 Businesses Assisted
5	Improve Economic Opportunities	2024	2028	Non-housing community development	City-Wide	Economic Development	CDBG: \$20,000 HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 95 Persons Assisted
6	Improve Public Facilities and Infrastructure	2024	2028	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	City-Wide	Addressing Homelessness Affordable Housing Public Facilities and Infrastructure Improvements	CDBG: \$439,210 HOME: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 35,420 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 30 Persons Assisted
7	Planning and Administration	2024	2028	Other	City-Wide	Planning and Administration	CDBG: \$149,185 HOME: \$33,165.20	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Create New Affordable Housing
	Goal Description	During this Action Plan, HOME funds will be used for the construction of 4 new affordable housing units.
2	Goal Name	Improve Existing Affordable Housing
	Goal Description	During this Action Plan, HOME funds will be used to rehabilitate approximately 5 housing units.
3	Goal Name	Public Services
	Goal Description	During this Action Plan, CDBG funds have been allocated to Steps to End Domestic Violence-Safe Tonight which provides services and shelter to survivors of domestic violence; to Pathways-Housing First Services in Chittenden County which provides permanent housing placement along with intensive community-based services for individuals with histories of homelessness; to CVOEO-Volunteer Income Tax Assistance (VITA) which provides free tax preparation and electronic filing services for low-mod-income households; and to Vermonters for Criminal Justice Reform (VCJR) to support existing services for a specialized re-entry and recovery center and overdose prevention for people living with substance use disorders and co-occurring mental health disorders.
4	Goal Name	Economic Development
	Goal Description	During this Action, CDBG funds will be used to fund three microenterprise programs, CVOEO-Micro Business Development Program and Mercy Connections-Small Business Equity Project. Additionally, the City's business support team will provide technical assistance to small businesses and entrepreneurs.
5	Goal Name	Improve Economic Opportunities
	Goal Description	During this Action Plan, CDBG funds will be allocated to Lund's Parent Child Center and Clinical Treatment Services Program which provides childcare services, treatment, and family support for vulnerable children and families.
6	Goal Name	Improve Public Facilities and Infrastructure
	Goal Description	During this Action Plan, CDBG funds will be allocated to Champlain Housing Trust-Ravine Sewer Project that directly supports Post Apartments affordable housing project; to Dismas of Vermont to upgrade the sprinkler system at Buell Street Dismas House; and to Champlain Housing Trust for Supportive Housing at 322 St. Paul Street project.

7	Goal Name	Planning and Administration
	Goal Description	To support the capacity of the nonprofit institutional delivery structure in the City; pursue State and Federal resources in support of City initiatives; implement City planning efforts; administer community and economic development programs; and support affordable housing efforts in the City.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b)

It is anticipated that HOME funds will directly assist the construction of 4 new permanently affordable units for extremely low-income, low-income, and moderate-income families and leverage other resources enabling the construction of another 16 new permanently affordable units in Burlington.

Projects

AP-35 Projects – 91.220(d)

Introduction

This part of the Action Plan provides a summary of the eligible projects and activities that will take place during the program year to address the priority needs and specific objectives outlined in the Strategic Plan. The eligible projects are associated with at least one priority need and at least one or more goals.

Projects

#	Project Name
1	Affordable Housing
2	Public Facilities & Infrastructure
3	Microenterprise/Economic Development
4	Public Service
5	Admin and Planning

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Allocation priorities are based on the City’s 2024 Consolidated Plan Needs Assessment, the extensive public participation process including in-person interviews and surveys directed at Burlington community partners and all Burlington residents, the City’s 2024 Strategic Plan, and the CDBG Advisory Board’s recommended awards to local non-profits.

The biggest obstacle to addressing underserved needs continues to be insufficient funding resources. The City will continue to pursue additional federal, state, and private resources but does not expect to overcome the obstacle of declining local and federal resources.

AP-38 Project Summary

Project Summary Information

1	Project Name	Affordable Housing
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide
	Goals Supported	Create New Affordable Housing Improve Existing Affordable Housing
	Needs Addressed	Affordable Housing Addressing Homelessness
	Funding	CDBG: \$0 HOME: \$298,486.79
	Description	To create/sustain affordable housing units through rehab and/or construction.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	<u>9 low-moderate income households:</u> HOME projects: 9 housing units (projects TBD)
	Location Description	Scattered sites – City-Wide and NRSA
2	Planned Activities	\$298,486.79 HOME projects - TBD
	Project Name	Public Facilities & Infrastructure
	Target Area	City-Wide
	Goals Supported	Improve Public Facilities & Infrastructure

	Needs Addressed	Addressing Homelessness Affordable Housing Public Facilities and Infrastructure Improvements
	Funding	CDBG: \$439,210
	Description	To repair a City sewer that directly supports Post Apartments affordable housing project; to upgrade the sprinkler system at Buell Street Dismas House; and to develop affordable housing units for people with disabilities
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Champlain Housing Trust (CHT)– Supportive Housing at 322 St. Paul Street: 10 low-moderate income persons CHT – Ravine Sewer Project: City-Wide benefit Dismas of Vermont – Buell Street Dismas House Sprinkler System: 20 low-moderate income persons
	Location Description	City- Wide
	Planned Activities	\$252,210 CHT – Supportive Housing at 322 St. Paul Street \$135,000 CHT – Ravine Sewer Project \$52,000 Dismas of Vermont – Buell Street Dismas House Sprinkler System
3	Project Name	Microenterprise/Economic Development
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$180,642

	Description	To fund three microenterprise programs: Mercy Connections Small Business Equity Project; CVOEO Financial Futures: Microbusiness Development Program; and the City's Business and Workforce Development's Microenterprise Technical Assistance Program.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	208 low-moderate income business owners supported: Mercy Connections Small Business Equity Project: 100 CVOEO Financial Futures: Microbusiness Development Program: 80 Business and Workforce Development Microenterprise Technical Assistance Program: 28
	Location Description	City-Wide and NRSA
	Planned Activities	\$75,000 - Mercy Connections Small Business Equity Project \$70,642 - CVOEO Financial Futures: Microbusiness Development Program \$35,000 - Business and Workforce Development Microenterprise Technical Assistance Program
4	Project Name	Public Services
	Target Area	City-Wide
	Goals Supported	Public Services Improve Economic Opportunities
	Needs Addressed	Affordable Housing Addressing Homelessness Community Services and Safety Economic Development
	Funding	CDBG: \$111,888

	Description	To provide funds to Steps to End Domestic Violence - Safe Tonight, which provides services and shelter to women and children fleeing domestic violence; to Pathways-Housing First Services in Chittenden County, which provides permanent housing placements along with intensive community-based services for individuals with histories of homelessness; to CVOEO - Volunteer Income Tax Assistance (VITA), which provides free tax preparation and electronic filing services for low/mod-income households; to Vermonters for Criminal Justice Reform (VCJR) to support existing services for a specialized re-entry and recovery center for justice-involved individuals living with substance use disorder; and to Lund's Parent Child Center and Clinical Treatment Services program, which provides childcare services, treatment, and family support for vulnerable children and families
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	1,464 low-moderate income individuals: • CVOEO Volunteer Income Tax Assistance: 700 • Lund's Parent Child Center and Clinical Treatment Services: 95 • Steps to End Domestic Violence Safe Tonight: 564 • Vermonters for Criminal Justice Reform Re-entry and Recovery Center: 60 • Pathways Housing First Services in Chittenden County: 45
	Location Description	City-Wide
	Planned Activities	\$15,000 - CVOEO Volunteer Income Tax Assistance (VITA) \$20,000 – Lund's Parent Child Center and Clinical Treatment Services \$34,500 - Steps to End Domestic Violence Safe Tonight \$17,388 - VCJR Re-entry and Recovery Center \$25,000 - Pathways Housing First Services in Chittenden County
5	Project Name	Admin and Planning
	Target Area	City-Wide

Goals Supported	Planning and Administration
Needs Addressed	Planning and Administration
Funding	CDBG: \$149,185 HOME: \$33,165.20
Description	Administration funding for CDBG and HOME grants.
Target Date	6/30/2026
Estimate the number and type of families that will benefit from the proposed activities	N/A
Location Description	City-Wide
Planned Activities	To support the capacity of the nonprofit institutional delivery structure in the City; pursue State and Federal resources in support of City initiatives; implement City planning efforts; administer community and economic development programs; and support affordable housing efforts in the City.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of Burlington's Neighborhood Revitalization Strategy Area was approved in January 2006 and reapproved with the 2018 Consolidated Plan. A revised NRSA was approved with the 2024 Consolidated Plan that focuses solely on Burlington’s Old North End neighborhood which includes census tract 42, the western portion of census tract 6 and the southern portion of census tract 3. The NRSA as a whole is primarily residential, with 75% of parcels being residential units. The NRSA contains 75% low- and moderate-income residents (based on HUD’s low- and moderate-income area data) with approximately 30% of the total population in the NRSA living below the federal poverty level.

Geographic Distribution

Target Area	Percentage of Funds
NEIGHBORHOOD REVITALIZATION STRATEGY AREA	32
City-Wide	68

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The rationale for allocating investments into the NRSA is based on low-and moderate-income residential density and the need to create or improve affordable housing units, the need for neighborhood facility upgrades and expansion of services, and the need for microenterprise expansion and support. These needs were considered and assessed through the City’s 2024 Consolidated Plan public participation process, the CDBG RFP response from community non-profits, and an assessment of the housing market in the area which shows a concentration of old homes in need of maintenance.

Nonetheless, CDBG and HOME resources may be directed to projects outside of the NRSA based on individual household needs and on the City’s desire to have affordable housing, economic opportunity, and a suitable living environment available to low- and moderate-income residents living throughout the city.

Discussion

Data sources – ESRI; US Census ACS 2022, 2011-2015 ACS

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

This section of the Action Plan specifies the goals for the number of homeless, non-homeless, and special needs households to be provided affordable housing within the program year.

One Year Goals for the Number of Households to be Supported	
Homeless	
Non-Homeless	9
Special-Needs	10
Total	19

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	
The Production of New Units	14
Rehab of Existing Units	5
Acquisition of Existing Units	
Total	19

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

CDBG funds will be used for Champlain Housing Trust's Supportive Housing at 322 St. Paul Street Project which will create 10 new affordable apartments for adults with disabilities. HOME funds will be used for the construction and rehabilitation of 9 affordable housing units.

AP-60 Public Housing – 91.220(h)

Introduction

Burlington Housing Authority (BHA) has successfully converted all of its housing properties to the HUD Rental Assistance Demonstration (RAD) program, meaning that there is no public housing in Burlington. Nonetheless, the City of Burlington has taken steps to support the success of BHA-owned properties in Burlington; for instance, in the last year the City has leveraged monies from its Housing Trust Fund to support security improvements at a BHA-owned property downtown.

Actions planned during the next year to address the needs to public housing

Our jurisdiction no longer has any public housing units.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

As noted, the City no longer has any public housing units. However, staff at BHA continue to support residents in various ways. They support Resident Advisory Board meetings, have sponsored a number of on- and off-site health and wellness events, and support tenant organizational initiatives at LIHTC properties.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Burlington Housing Authority is designated as a High Performer.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

In this section of the Plan, the City addresses the one-year goals and specific activities planned this program year to carry out the homeless strategy outlined in the Strategic Plan for the City's Five-Year Consolidated Plan. Activities that will address outreach, emergency shelter, transitional housing, homelessness prevention, housing placement, supportive housing and independent living are listed below and under the project section.

Goals and actions for this program year are described in the “Discussion” section.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Burlington is working to implement a ten-point action plan that addresses homelessness and recognizes housing as a human right. Much of this work is done in coordination with the Chittenden County Homeless Alliance (CCHA), a HUD-recognized Continuum of Care that aims to make homelessness rare and brief for persons in Burlington and throughout Chittenden County. The CCHA, working in collaboration with partner agencies, coordinates outreach and needs assessment efforts among persons experiencing homelessness in Burlington, and will continue this work in the upcoming program year. CCHA operates a Coordinated Entry System (CES) that models a no-wrong-door approach to accessing the CES; service providers and community partners throughout Chittenden County are Access Points to the CES (including Vermont 211 as a virtual access point), allowing individuals and families experiencing a housing crisis to be directly engaged and linked to the CES. The CES matches households experiencing homelessness with eligible services based on vulnerability, sustainability, and length of homelessness through a standardized, scored assessment. Each eligible household will be assigned a housing navigator and added to a master list of homeless households which is reviewed weekly by CES partners for housing opportunities. Currently, eligible households include HUD-defined “literally homeless” and “imminent risk” households.

Addressing the emergency shelter and transitional housing needs of homeless persons

There are a number of facilities in Burlington and neighboring communities that help to address the emergency shelter and transitional housing needs of persons experiencing homelessness.

COTS Waystation and the City’s Elmwood Community Emergency Shelter both serve single adults. COTS also operates the Firehouse and Main Street Family Shelters for households with children. Steps to End Domestic Violence (known as Steps) operates a 21-room emergency shelter serving women and children experiencing homelessness. Survivors of all genders are served through the Safe Tonight program in partnership with Economic Services. Spectrum Youth and Family Services operates a shelter for young persons experiencing homelessness. Participants are offered case management and housing search assistance to facilitate moving into transitional or permanent housing. Champlain Housing Trust (CHT)

operates a shelter in a neighboring town that provides some medical respite beds. ANEW Place offers a longer-term sober shelter in Burlington that provides guests with case management and community supports. The low-barrier shelter at Champlain Place, operated by Champlain Valley Office of Economic Opportunity (CVOEO) and CHT is currently undergoing renovations, supported in part by City CDBG funds. The State of Vermont continues to operate a limited General Assistance program that provides emergency housing to vulnerable populations.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

CCHA coordinates the implementation of a housing and service system (from outreach to housing to services) that meets the needs of individuals and families experiencing homelessness in the county. Street outreach teams, Vermont 211, and daytime shelter providers all work to connect with those experiencing homelessness and to identify their needs and required services. Housing providers aim to rapidly rehouse, stabilize, or provide housing to persons in need, while supportive services agencies provide case management and additional services. Providers serve chronically homeless persons, families with children, veterans, unaccompanied youth, and those at risk of homelessness. In response to low vacancy rates in its jurisdiction, the CoC increasingly emphasizes the importance of housing retention services, including case management. Partner agencies are also actively working with local landlords to reduce the barriers to renting to chronically homeless persons.

CoC partners work to serve specific subpopulations. For instance, each CoC program that serves children has children's advocates or specially trained staff to ensure that children's needs are met. Other partner agencies provide emergency services to youth ages 16-22 who are experiencing or at risk of homelessness, including emergency shelter and transitional housing, counseling, case management, medical services, educational planning, and employment support, among other things.

The CoC partners work with local, state, and federal organizations to combat homelessness among veterans and maintain the federal benchmarks that show veteran homelessness is brief and rare. Increased outreach to veterans at shelters resulted in an uptick in enrollment in VA care, and many veterans are now housed through VA housing programs. CDBG funds have been targeted to address emerging needs identified through the CoC. Public service funds were used to fund housing navigation for permanent supportive housing programs.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address

housing, health, social services, employment, education, or youth needs.

There are several agencies operating in Burlington that administer programs and provide services to help prevent households from becoming homeless. These include both programs that provide general assistance and those designed to support members of specific populations. Chittenden Community Action (CCA), operated by CVOEO, works with households to provide back rent, first month's rent, security deposits, or short-term rental subsidies. They also provide housing navigation services, including advocacy and referral to other support services. Additional assistance with utility bills is provided by the water resources division and Burlington Electric Department. Youth exiting foster care in Vermont have access to several supports, which provide case management and connect youth formerly in foster care with long-term rental assistance through local housing authorities. Vermont Department of Corrections (VDOC) funds transitional housing programs for individuals re-entering the community from incarceration, which assist with housing search and retention and provide support to individuals with serious mental health challenges and previous experiences of homelessness. Persons discharged from a mental health treatment program or community bed receive state-funded assistance with housing costs.

Discussion

The City has identified several goals and actions related to homeless and other special needs populations for the upcoming program year: the City will continue to fund a low-barrier shelter community located on City-owned property. Guests have access to onsite supportive services; HOME-funded rental housing development projects are required to set aside at least 20% of the total units for households exiting homelessness; CDBG funds will be used to improve resident safety at Buell St. Dismas House, which provides housing and services for individuals exiting incarceration; CDBG funding will enable several organizations to continue to provide services to vulnerable individuals and households, including persons fleeing domestic violence, households experiencing homelessness, and justice-involved individuals with histories of substance use disorder; CDBG funds will support a pilot project providing housing and supportive services for adults with intellectual and developmental disabilities.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Burlington has addressed the barriers to affordable housing under the Market Analysis and Strategic Plan sections of the 2024 Consolidated Plan. There is a limited supply of housing units at all levels of the market and a low vacancy rate exacerbates this challenge. Impacts of pandemic-era changes include an influx of new residents and a stop to new construction and rehabilitation. Other factors impacting the City's housing stock include: the age of the housing stock (one of the oldest in the nation), a high proportion of college and graduate students living off-campus, and changes in household composition - Burlington's average persons per housing unit is 2.13, below the national average of 2.51. Burlington has a significantly higher percentage of renters compared to owners and rent rates have increased significantly in recent years. Public policies that are controlled at the local level which impact the cost of housing include policies on historic preservation, lead-based paint safety practices, zoning restrictions such as minimum lot coverage, limitations on number of units, set-back requirements, height restrictions, fire-safety policies limitations, and others. Older homes need energy efficiency upgrades, lead-based paint hazard reduction, and other rehabilitation to make them safe, affordable and sustainable over the long term.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

In the last several years, the City has implemented various strategies to remove or ameliorate the negative impact of public policies that serve as barriers to affordable housing, including the establishment of short-term rental regulations and zoning reforms that aim to facilitate the construction of a greater volume and variety of housing types. Upcoming and in-progress actions to further ameliorate the negative impact of public policies that serve as barriers to affordable housing include updates to the City's Inclusionary Zoning ordinance and further zoning updates to streamline the permitting process and increase allowed density. Statewide, recently passed legislation aims to reform the state permitting process and facilitate denser development in areas earmarked for growth.

Discussion:

The City of Burlington and, more broadly, the State of Vermont, recognize the need to take action to remove or ameliorate the negative impacts restrictive policies can have on affordable housing production. Recent steps have yielded some progress, although more remains to be done.

Examples include:

- Updates to the City of Burlington's zoning ordinance related to Accessory Dwelling Units (ADUs) have resulted in a modest increase in the creation of ADUs citywide.
- Statewide broadening of priority housing project exemptions from statewide permitting have resulted in the construction of several large multi-unit rental buildings in Burlington, all of which include designated affordable units.
- The introduction of an ordinance to regulate short-term rentals within the city has resulted in a reduction in the number of short-term rentals operating in the city, increasing the supply of permanent housing and significantly increased revenue for the City's Housing Trust Fund, which is invested in affordable housing projects.

AP-85 Other Actions – 91.220(k)

Introduction:

Burlington aims to spend over 95% of CDBG expenditures assisting low-and moderate-income residents. The City will continue its commitment to the preservation of affordable housing units and actions that will foster and maintain affordable housing in Burlington. In addition, the City, through the Community & Economic Development Office, will diligently work to reduce lead-based paint hazards in the homes of local residents. The activities listed in this Action Plan work to reduce the number of households in poverty; and with enhanced coordination with nonprofit partners, services will have a greater impact on this goal.

Actions planned to address obstacles to meeting underserved needs

The principal obstacle to meeting underserved needs continues to be insufficient resources. To help address this obstacle, the City will take the following actions: continue to grow the grant list and to pursue additional federal, state, and private resources; work with partners to examine obstacles such as benefits cliffs and to advocate for appropriate policy changes; encourage local agencies to deliver services in a cost-effective and efficient manner, prioritize resources to serve those most in the need, and focus on collaboration between local agencies.

Actions planned to foster and maintain affordable housing

The City is engaged in various actions to foster and maintain affordable housing, including: maintain the City's Special Assistant to end Homelessness Position to provide a single point of accountability for expanded community effort towards reducing homelessness; maintain the Elmwood shelter pods community and investigate developing permanent affordable housing at the City-owned site; invest increased City Housing Trust Fund resources into affordable housing and services for persons experiencing homelessness; continue pre-development and planning of a mixed-use Enterprise Innovation District in the South End and the redevelopment of the downtown Memorial Block area.

Actions planned to reduce lead-based paint hazards

In December 2024, the City of Burlington's Lead Program received \$4,301,890 in lead hazard control funds and \$529,000 in healthy homes supplemental funding to make other health related improvements for residents such as addressing asthma triggers, improving indoor air quality, asbestos and mold testing and abatement. From July 1, 2025 – June 30, 2026, the Burlington Lead Program plans to evaluate 34 units for lead-based paint and other health hazards, reduce lead-based paint hazards in approximately 22 housing units and reduce other health hazards in 20 housing units, conduct 12 community outreach and education events, and provide lead-safety training to approximately 80 individuals.

Actions planned to reduce the number of poverty-level families

All of the activities funded through the City's CDBG and HOME programs are ultimately directed at reducing the number of people living in poverty, providing for basic needs, or preventing individual/family poverty in Burlington. Specific details of the proposed initiatives are described in the project section of this Action Plan.

Actions planned to develop institutional structure

This program year, the City aims to:

- Effectively adapt CEDO's institutional structure to meet the needs of vulnerable populations in a challenging post-pandemic funding landscape by finding ways to implement and monitor programs more efficiently.
- Support the Chittenden County Homeless Alliance (CCHA) as it works to implement its recently adopted five-year strategic plan.

Actions planned to enhance coordination between public and private housing and social service agencies

This program year, the City aims to:

- Continue to work with CCHA to ensure that affordable housing developments in the City dedicate a percentage of units to households exiting homelessness, in partnership with Coordinated Entry.
- Develop programming to encourage private landlords, especially those who own and/or manage City of Burlington Inclusionary Zoning units, to house more tenants with rental assistance.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

This section details the specific requirements of the CDBG and HOME programs.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities	0
Total Program Income	0

Other CDBG Requirements

1. The amount of urgent need activities	0
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HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

All HOME funds are invested in a manner consistent with 24 CFR 92.205(b)(1). Specifically, HOME funds are invested in interest-bearing and non-interest-bearing amortizing loans and in deferred loans and grants.

A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

For homebuyer projects where the Program provides HOME funds for low-interest loans for eligible homebuyers to assist with down payment and closing costs on eligible two to four-unit owner-occupied properties, the Program uses “recapture” provisions per 92.254(a)(5)(ii). These loans are secured by subordinate mortgages. When properties assisted with HOME funds for this purpose are sold, transferred, or if the primary residency is violated, then the full amount of the loan plus any accrued interest is to be repaid to the Program. Only the direct subsidy (down payment assistance, closing costs, or other HOME assistance provided directly to the homebuyer and/or the difference between the fair market value of the property and the reduced sales price attributable to HOME development assistance) is subject to recapture. However, the recapture amount shall not exceed the amount available from net proceeds. The net proceeds are the sales price minus loan repayment(s) (other than HOME funds) and closing costs. If this repayment occurs during the Home Affordability Period (HAP), then the funds are not considered to be program income. If this repayment occurs after the HAP, then the funds are considered to be program income. The written agreements shall include language that makes it clear that recaptured funds after the HAP shall be considered program income.

When a property owner assisted with HOME funds for this purpose refinances their principal mortgage, the Program shall consider executing a subordination agreement upon receiving a written request with sufficient documentation on current fair market value and proposed refinancing amount. When considering such requests to subordinate its HOME mortgage, the Program shall require that the loan-to-value ratio be no greater than 100%.

A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The City's guidelines for resale and recapture follow the provisions detailed in 92.254(a)(5)(i) when HOME funds are used.

Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Multi-family projects developed by local housing organizations that receive HOME funds for rehabilitation may utilize HOME funds to refinance existing

debt, consistent with 24 CFR 92.206(b)(2).

If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

N/A

If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

N/A

If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

N/A

Discussion:

Eligible applicants for HOME funding are non-profit or other affordable housing developers who are engaged in the creation of new affordable housing projects or repair and renovation of existing affordable housing. Funding applications are accepted on a rolling basis and contact information for submitting interest is available on the City's website, by contacting housing program staff, or visiting CEDO's office in City Hall.

Board of Finance and City Council Submission Checklist

Department: CEDO Submitter: Christine Curtis
Approval of Community Development Block Grant and HOME Investment
Partnerships Proposed Allocations for the 2025 Action Plan for Housing & Community
 Title/Subject: Development

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☐	City Council	
☒	Concurrent	7/14/2025

This form must be completed by the person submitting the materials, and sent with the final submission. Please do not indicate that a signoff was received until it has actually been obtained.

Signoffs Received

Signoff Needed	Received	Date Received	Note
Department Head	Yes	7/8/2025	Kara Alnasrawi
Mayor's Office informed and approved memo	Yes	7/9/2025	Joe Magee
Board/Commission, if required	N/A		Click or tap here to enter text.
City Attorney's Office has approved contract and/or legal documents, -Identify attorney in note	N/A		
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Yes	7/10/2025	Emmett Wood
CAO has reviewed budget, financing, and memo	Yes	7/8/2025	Brad Kukenberger
Human Resources, if personnel action -Identify HR Manager in note	N/A	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if an IT-related investment/purchase	N/A	Click or tap to enter a date.	Click or tap here to enter text.

Materials Included

	Included?	Note
Final Memo Attached?	Yes	Click or tap here to enter text.
Contract Attached, if applicable?	N/A	Click or tap here to enter text.
Additional Materials, if necessary	Yes	Click or tap here to enter text.
Draft Resolution or Motion?	Yes	Click or tap here to enter text.
If for submission to Council, are sponsors identified?	Yes	Allie Schachter

Resolution Relating to

AUTHORIZATION TO SUBMIT
2025 BURLINGTON ONE-YEAR ACTION PLAN

RESOLUTION 6.37

Sponsor(s): Councilor Schachter

Introduced: 07/14/25

Referred to:

Action: **adopted**

Date: 07/14/25

Signed by Mayor: 07/18/25

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, Burlington, Vermont (the “City”) is eligible to participate in the Federal Department of
2 Housing and Urban Development (HUD) Community Development Block Grant (CDBG) and HOME
3 Investment Partnership Programs (HOME) as an entitlement jurisdiction; and

4 WHEREAS, the City of Burlington is required by HUD to adopt a Consolidated Plan and One-Year
5 Action Plan as part of the federal requirements for these two formula grant programs; and

6 WHEREAS, the City’s 2024-2028 Consolidated Action Plan, contains a housing and community
7 development needs assessment; a survey of available resources; and a five-year strategy that specifies achievable
8 housing and community development goals and programs; and

9 WHEREAS, the City of Burlington adopted the 2024-2028 Consolidated Plan for Housing and
10 Community Development in June 2024 as federally required by HUD; and

11 WHEREAS, the City has prepared a one-year action plan (Annual Action Plan) that is reflective of the
12 2024-2028 Consolidated Action Plan; and

13 WHEREAS, the 2025 Annual Action Plan establishes a one-year program in compliance with HUD
14 funding allocations and requirements; and

15 WHEREAS, citizen participation leading to the development of the One-Year Action Plan included
16 workshops; public meetings; consultation with community and state agencies; and an Advisory Board which
17 made recommendations on the allocation of 2025 CDBG funds for sub-grantees; and

18 WHEREAS, the 30-day comment period on the 2025 One-Year Action Plan was held from June 11,
19 2025 through July 11, 2025, and

20 WHEREAS, notice of the proposed Plan was circulated in June by notice published in Seven Days, a
21 weekly newspaper, and online on the website of the Community & Economic Development Office, and by e-
22 mail notice to all City Councilors, to the CDBG mailing list, to the CDBG Advisory Board, to the Continuum
23 of Care mailing list, and to city residents via social media; and

24 WHEREAS, the recommendations of the Advisory Board together with a proposed 2025 One-Year
25 Action Plan was published for public comment on June 11, 2025; and

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DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

ORIGINAL

RESOLUTION RELATING TO

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.....

Adopted by the City Council

....., 20.....

..... Clerk

Approved....., 20.....

..... Mayor

Vol. Page

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WHEREAS, notice of the recommendations of Advisory Board and of the proposed 2025 One-Year Action Plan was circulated to all applicants and by notice published in Seven Days and online on the website of the Community & Economic Development Office; and

WHEREAS, a duly warned public hearing was held on June 23, 2025 to receive further input; herein;

NOW, THEREFORE, BE IT RESOLVED that City Council hereby adopts the 2025 One-Year Action Plan; and

BE IT FURTHER RESOLVED that Mayor Emma Mulvaney-Stanak is hereby authorized to sign on behalf of the City of Burlington the application for CDBG and HOME funding which accompanies this 2025 One-Year Action Plan, and any and all documents deemed necessary to accept and disperse such Department of Housing and Urban Development grant funds, subject to the review and approval of the City Attorney's Office; and

BE IT FURTHER RESOLVED that the City Council hereby approves the expenditure of 2025 Community Development Block Grant Entitlement and HOME funds as described in the 2025 One-Year Action Plan.

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

CEDO, Christine Curtis

* * * * *

ORIGINAL

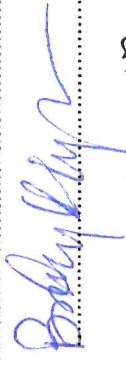
RESOLUTION RELATING TO

Authorization To Submit 2025 Burlington One-Year Action Plan

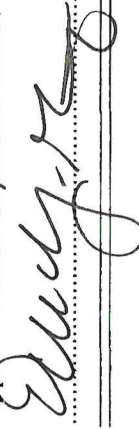
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Adopted by the City Council

July 14....., 20 25

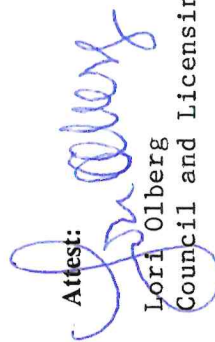
 Clerk

Approved..... July 18, 20 25

 Mayor

Vol. Page

Attest:


Lori Olberg
Council and Licensing Coordinator



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine St. Suite A
Burlington, VT 05401
802.865.7200 VOX
802.863.0466 FAX
802.863.0450 TTY

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

Lee Perry
*DIVISION DIRECTOR
DPW MAINTENANCE DIVISION*

MEMORANDUM

To: City Council

From: Chapin Spencer, Director of Public Works
Lee Perry, DPW Division Director – Maintenance Division

Date: July 14, 2025

Re: City's Residential Recycling RFPQ

Summary:

Following the direction of the City Council at its May 19, 2025 meeting, the Department of Public Works prepared a Request for Price Quotes (RFPQ) for haulers to bid on providing residential recycling collection for the City. Staff is preparing to issue the RFPQ on July 15 and wants to update the City Council on key elements of the bid documents.

Key Elements of the RFPQ:

- **TERM: The RFPQ asks haulers to bid on a 5-year contract term in order to get the most competitive bids.** Haulers will likely need to purchase equipment to handle this new work and heavy-duty solid waste vehicles are expensive. Having a full 5 years to amortize this investment should lead to more bidders and more competitive bids, and is consistent with the Purchasing Policy, which encourages putting a service out for solicitations at least every five years. We told the Council that we were exploring a 3-5 year term, but after discussing with industry professionals and potential bidders, it became clear that it is in the City's interest to make this bidding opportunity as simple and straightforward as possible to get the most competitive bids. Additionally, we need to be realistic that with everything else going on, five years is needed to fully vet, and then establish, a fully consolidated solid waste collection system should this be the City's interest. Steps would need to include:
 - Updating / supplementing consolidated collection studies
 - Engaging the public on the topic, the pros and cons of each path and receiving the public's feedback
 - Work with the City Council to review studies and public input and get the Council to decide whether to consolidate the collection of all the solid waste streams
 - Securing any needed Charter Change for an Enterprise Fund (if necessary)
 - Securing voter approval for any borrowing (if necessary)
 - Establishing a consolidated system either through contracting or developing a municipal enterprise

- **ZONES: The RFPQ proposes one city-wide zone and seeks to procure one contractor to do the work.** We evaluated the concept of multiple zones and multiple contracts for this interim residential recycling collection period but are proposing to advance a single zone for multiple reasons.
 - First, one zone is the simplest to administer/regulate as DPW's bandwidth is stretched.
 - Second, a one-zone approach should result in more competitive bid prices as the scope is larger, and it encompasses a full week of work – making it easier for potential bidders to bid on a project that would provide full time work for hired staff. This point is important to emphasize. If we want the customers not to be impacted with this contracted service, we need the haulers to keep the same day-by-day pick-up schedule in each neighborhood in the City. There are currently 5 routes – one for each day of the week – so allowing one hauler to get all 5 routes will give them full time (M-F) work for their staff and equipment.
 - Third, no hauler has this residential recycling work currently, so no hauler would lose a chunk of existing work by awarding this recycling contract to a singular hauler. Nothing here limits the City from considering a multi-zone approach if a full consolidated collection system is implemented in the future.
- **ANNUAL REPORTING & PERFORMANCE: The City is requiring monthly written issue logs from the contracted hauler.** The logs must include 1) itemized list of missed pick-ups that are reported and 2) itemized list of any other concern or complaint reported to the hauler. Section 33 of the standard contract conditions allows us to cancel both for cause and without cause so we can terminate the contract if performance is not acceptable.

CURRENT STATUS OF CITY RECYCLING PROGRAM: Currently the Burlington Recycling program has 4 vacant positions, as the last full time recycling driver moved to a different role within the City on June 6, 2025. DPW thanks the Council for their support in approving recycling premium pay, and \$2,000 hiring bonuses, but the hiring bonus has failed to produce qualified applicants for recycling. Since the addition of the hiring bonus, DPW has received one (1) applicant for the recycling driver position, and unfortunately, they were not hired. This leaves DPW needing to send 3-4 Street Maintenance employees recycling on a daily basis and is prohibiting Street Maintenance from completing revenue work on a timely basis as crews are spread thin as we prioritize between routine maintenance in the right of way and needs from other departments.

Next Steps:

- Mid-August: Deadline for bid responses
- Late August: Update TEUC on bid responses
- September: Seek Council authorization to execute a contract with the winning bidder, re-bid or decide to keep the recycling collection in-house

Please don't hesitate to reach out with any questions or requests for additional information (cspencer@burlingtonvt.gov or lperry@burlingtonvt.gov). Thank you.

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: Public Works Submitter: Lee Perry

Title/Subject: City's Residential Recycling RFPQ

Approval Requested:

- ☐ Board of Finance
☒ City Council
☐ Both BOF and Council

Meeting Date:

[Click or tap to enter a date.](#)

7/14/2025

[Click or tap to enter a date.](#)

Instructions

1. This form must be completed by the person submitting the materials.
2. This form must be sent with the final submission of materials in advance of the meeting.
3. Do not indicate that a sign-off was received until it has actually been obtained.
4. Commission reports and presentations do not need to be reviewed by the CAO or Attorneys.
5. Name the reviewing Attorney or HR Manager in the Note column.

Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	7/8/2025	Reviewed and approved by Chapin Spencer
Mayor's Office	Yes	7/9/2025	Reviewed and approved by Joe Magee.
Board/Commission	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and contracts or legal documents	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and motion(s) or resolution(s)	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CAO for budget, financing, and memo	Yes	7/10/2025	Reviewed and approved by Brad Kukenberger
Human Resources, if personnel action or policy	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.

Resolution Relating to

HONORING SANDY BAIRD

RESOLUTION_____
Sponsor(s): Full City Council
Introduced: _____
Referred to: _____

Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....
Resolved by the City Council of the City of Burlington, as follows:

- 1 That WHEREAS, Sandy Baird, who passed away suddenly on February 10, 2025 at the age of 84, made
2 immeasurable contributions to our community and the rest of Vermont since she came to Burlington in 1968;
3 and
4 WHEREAS, Sandy broke many barriers, including becoming a lawyer in the early 1970s when women
5 attorneys were still a rarity and joining the profession through the clerkship process instead of attending law
6 school; and
7 WHEREAS, Sandy’s legal career, which continued to the day of her death, included clerking and then
8 working at Vermont Legal Aid in the early and mid-1970s where she advocated for and represented women
9 incarcerated at the Waterbury State Hospital and women who experienced domestic abuse, working at the
10 Chittenden County State’s Attorney’s Office, and in private practice providing access to justice to low income
11 Vermonters in family law, especially in the areas of divorce and domestic abuse, and defending relentlessly
12 the right to free speech; and
13 WHEREAS, her work against violence and abuse against women became even more intensely personal
14 when Sandy’s daughter Caroline was murdered in an incident of domestic violence in 1998, sparking her to
15 create the Caroline Baird Crichfield Fund for Women in Need to provide grant funds for women in need of
16 shelter, food, transportation, and health care; and
17 WHEREAS, Sandy’s legal practice continued to focus on low income Vermonters, especially the most
18 marginalized Vermonters, well after she left Vermont Legal Aid, running weekly free legal clinics in the Old
19 North End; and
20 WHEREAS, Sandy was an intensely political person, engaging in community organizing, like the 1985
21 campaign to keep the Burlington waterfront for the people instead of becoming an enclave for the wealthy or
22 for predominantly commercial interests, and institution building, like helping to found the Woman’s Health
23 Center in 1972 so that women could access abortion and other reproductive health services before Roe v.
24 Wade; and

WHEREAS, Sandy's political activity also included electoral politics, unsuccessfully running for Mayor as the Green Party candidate in 1989 and successfully running in 1992 for the State Legislature as a Democrat and serving two terms in the Vermont House of Representatives where she championed women's rights, the rights of persons who suffered abuse, and free speech and privacy; and,

WHEREAS, Sandy was also an educator: a high school history teacher, a Burlington College professor, and an interviewer and presenter at the Vermont Institute for Community and International Involvement (which she co-founded), which presented "What's Going On?" and "Voices of Vermont", regular shows airing on Town Meeting TV; and

WHEREAS, Sandy was an internationalist, not only being heavily involved in Burlington with the community organization African Americans Living in Vermont (AALV) through which she provided free legal advice to refugee and immigrant women, but also helping to found a study abroad program at the University of Havana, Cuba in 2008 and Burlington's sister city program with Bethlehem, Palestine and Arad, Israel in 1991, while also being a longstanding member of antiracist and human rights advocacy organizations, including Vermonters for Justice in Palestine; and

WHEREAS, throughout all of her community activities, Sandy was fiercely independent, proudly and thoughtfully forming her opinions and positions based on her own values, principles, and understandings and vigorously fighting for them without fear of or favor to any person, party, or institution who may have disagreed;

NOW, THEREFORE, BE IT RESOLVED that the City of Burlington recognizes and celebrates Sandy Baird's lifelong contributions and her dedication to this city and state and her profound legacy that will live on for her family, our community, and beyond for years to come, especially her contributions to stand up for marginalized people from Burlington to Palestine and beyond; and

BE IT FURTHER RESOLVED that the City Council encourages the Mayor through the budget or the City's REIB Office through its Empowerment Funds or other such appropriations to contribute to the Caroline Baird Crichfield Fund for Women in Need.

Resolution Relating to

HONORING SANDY BAIRD

RESOLUTION 7.1

Sponsor(s): Full City Council

Introduced: 07/14/25

Referred to: _____

Action: adopted

Date: 07/14/25

Signed by Mayor: 07/18/25

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, Sandy Baird, who passed away suddenly on February 10, 2025 at the age of 84, made
2 immeasurable contributions to our community and the rest of Vermont since she came to Burlington in 1968;
3 and

4 WHEREAS, Sandy broke many barriers, including becoming a lawyer in the early 1970s when women
5 attorneys were still a rarity and joining the profession through the clerkship process instead of attending law
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7 WHEREAS, Sandy's legal career, which continued to the day of her death, included clerking and then
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10 Chittenden County State's Attorney's Office, and in private practice providing access to justice to low income
11 Vermonters in family law, especially in the areas of divorce and domestic abuse, and defending relentlessly
12 the right to free speech; and

13 WHEREAS, her work against violence and abuse against women became even more intensely personal
14 when Sandy's daughter Caroline was murdered in an incident of domestic violence in 1998, sparking her to
15 create the Caroline Baird Crichfield Fund for Women in Need to provide grant funds for women in need of
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17 WHEREAS, Sandy's legal practice continued to focus on low income Vermonters, especially the most
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19 North End; and

20 WHEREAS, Sandy was an intensely political person, engaging in community organizing, like the 1985
21 campaign to keep the Burlington waterfront for the people instead of becoming an enclave for the wealthy or
22 for predominantly commercial interests, and institution building, like helping to found the Woman's Health
23 Center in 1972 so that women could access abortion and other reproductive health services before Roe v.
24 Wade; and

* * * * *

DISTRIBUTION:

I hereby certify that this resolution
has been sent to the following
department(s) on

ORIGINAL

RESOLUTION RELATING TO

.....
.....
.....

Adopted by the City Council

....., 20.....

..... Clerk

Approved....., 20.....

..... Mayor

Vol. Page

* * * * *

WHEREAS, Sandy's political activity also included electoral politics, unsuccessfully running for Mayor as the Green Party candidate in 1989 and successfully running in 1992 for the State Legislature as a Democrat and serving two terms in the Vermont House of Representatives where she championed women's rights, the rights of persons who suffered abuse, and free speech and privacy; and,

WHEREAS, Sandy was also an educator: a high school history teacher, a Burlington College professor, and an interviewer and presenter at the Vermont Institute for Community and International Involvement (which she co-founded), which presented "What's Going On?" and "Voices of Vermont", regular shows airing on Town Meeting TV; and

WHEREAS, Sandy was an internationalist, not only being heavily involved in Burlington with the community organization African Americans Living in Vermont (AALV) through which she provided free legal advice to refugee and immigrant women, but also helping to found a study abroad program at the University of Havana, Cuba in 2008 and Burlington's sister city program with Bethlehem, Palestine and Arad, Israel in 1991, while also being a longstanding member of antiracist and human rights advocacy organizations, including Vermonters for Justice in Palestine; and

WHEREAS, throughout all of her community activities, Sandy was fiercely independent, proudly and thoughtfully forming her opinions and positions based on her own values, principles, and understandings and vigorously fighting for them without fear of or favor to any person, party, or institution who may have disagreed;

NOW, THEREFORE, BE IT RESOLVED that the City of Burlington recognizes and celebrates Sandy Baird's lifelong contributions and her dedication to this city and state and her profound legacy that will live on for her family, our community, and beyond for years to come, especially her contributions to stand up for marginalized people from Burlington to Palestine and beyond; and

BE IT FURTHER RESOLVED that the City Council encourages the Mayor through the budget or the City's REIB Office through its Empowerment Funds or other such appropriations to contribute to the Caroline Baird Crichfield Fund for Women in Need.

* * * * *

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ORIGINAL

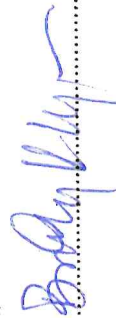
RESOLUTION RELATING TO

Honoring Sandy Baird

.....
.....
.....

Adopted by the City Council

July 14....., 20 25.....

 Clerk

Approved..... July 18....., 20 25.....

 Mayor

Attest:

Vol. Page

* * * * *

PUBLIC HEARING NOTICE

Burlington Comprehensive Development Ordinance

Pursuant to 24 V.S.A. §4442 and §4444, notice is hereby given of a public hearing by the Burlington City Council to hear comments on the following proposed amendments to the City of Burlington's *Comprehensive Development Ordinance* (CDO):

ZA-25-03 SEID Stormwater Standards ZA-25-06 planBTV Downtown Form Code Parking Setbacks ZA-25-08 Impact Fees

The public hearing will take place on **Monday, July 14, 2025 during the Regular City Council Meeting which begins at 6:00 pm in Contois Auditorium, Burlington City Hall, 149 Church Street, Burlington, VT or you may access the hearing/meeting as follows:**

On-line: <https://zoom.us/j/98424959560>

By telephone: +1 309 205 3325 US

Webinar ID: 984 2495 9560

Pursuant to the requirements of 24 V.S.A. §4444(b):

Statement of purpose

The purpose of the proposed amendments are as follows:

- **ZA-25-03:** This amendment eliminates the GSI requirements in Table 4.5.6-1: SEID Dimensional Standards & Density, as well as the lot coverage bonus offered in exchange for very substantial provision of GSI practices. The lot coverage bonus remains in place when a site is certified as Gold or Platinum under the SITES system, as administered by Green Business Certification, Inc. (GBCI). Reflecting the elimination of these standards, the amendment also revises the SEID purpose statement to encourage, rather than require, a high degree of permeable surface achieved through GSI practices.
- **ZA-25-06:** This amendment amends parking setback standards in Article 14 that provide needed flexibility to owners and operators of constrained Downtown properties. These limited amendments will improve the feasibility of managing Downtown properties while respecting the Form Code's and Downtown Plan's vision of a walkable Downtown.
- **ZA-25-08:** This amendment removes the Impact Fee regulations from the Comprehensive Development Ordinance but retains a reference to the Administrative Regulations, which are proposed to include the complete set of impact fee regulations and the newly adopted fees. The purpose of the amendment is to provide clarity and avoid potentially conflicting regulations.

Geographic areas affected

The amendments apply to the following areas of the city:

- **ZA-25-03:** Properties located within the South End Innovation (SEID) Overlay District.
- **ZA-24-06:** Applicable to properties located within Burlington's Downtown Form Districts.
- **ZA-25-08:** This amendment applies citywide.

List of section headings affected

The proposed amendments modify the following sections of the *Burlington Comprehensive Development Ordinance*:

- **ZA-25-03:** Amends Sec. 4.5.6(a) Purpose; Amends Table 4.5.6-1 SEID Dimensional Standards & Density; Amends Sec. 4.5.6 (c) 1 – Dimensional Standards & Density
- **ZA-24-06:** Amends Sec. 14.6.7.i Parking and Circulation
- **ZA-25-08:** Amendment to Article 3: Applications, Permits and Project Reviews
Amends Part 3: Impact Fees by renaming Sec. 3.3.1 Purpose and deleting the existing language in this section and replaces it with a new title - Sec. 3.3.1 Applicability, and language, which creates a new reference do the Burlington Code of Ordinance Section 21-41 and the Administrative Regulations; Deletes sections 3.3.2-3.3.11.

The full text of the *Burlington Comprehensive Development Ordinance* is available online at <https://www.burlingtonvt.gov/DPI/CDO> Upon request, a hard copy of the proposed amendments can be viewed at the Clerk's Office located on the second floor of City Hall, 149 Church Street, Burlington, Monday through Friday 8:00 a.m. to 4:30 p.m. or online at <https://www.burlingtonvt.gov/DPI/CDO/Amendments>

CITY OF BURLINGTON

ORDINANCE _____

Sponsor: Office of City Planning,
Planning Commission, Ordinance
Committee

Public Hearing Dates: _____

First reading: _____

Referred to: _____

Rules suspended and placed in all
stages of passage: _____

Second reading: _____

Action: _____

Date: _____

Signed by Mayor: _____

Published: _____

Effective: _____

In the Year Two Thousand Twenty-Five

An Ordinance in Relation to

COMPREHENSIVE DEVELOPMENT ORDINANCE
SEID Stormwater Standards
ZA-25-03

It is hereby Ordained by the City Council of the City of Burlington as follows:

That Appendix A-Burlington Comprehensive Development Ordinance of the Code of Ordinances of the City of Burlington be and hereby amends Section 4.5.6, South End Innovation District Overlay; Table 4.5.6-1, SEID Dimensional Standards & Density; and Section 4.5.6(C)1, Dimensions Standards & Density; thereof to read as follows:

Sec. 4.5.6 South End Innovation District Overlay

(a) Purpose:

The South End Innovation District Overlay (SEID) is intended to provide for a dense, vibrant and dynamic mixed-use district. The overlay is unique in its allowance for residential uses ~~in an~~ in that it limits the most intensive manufacturing and industrial uses allowed elsewhere in the district. The overlay permits arts, employment, and other non-residential uses intrinsic to an amenity-rich, convenient urban neighborhood.

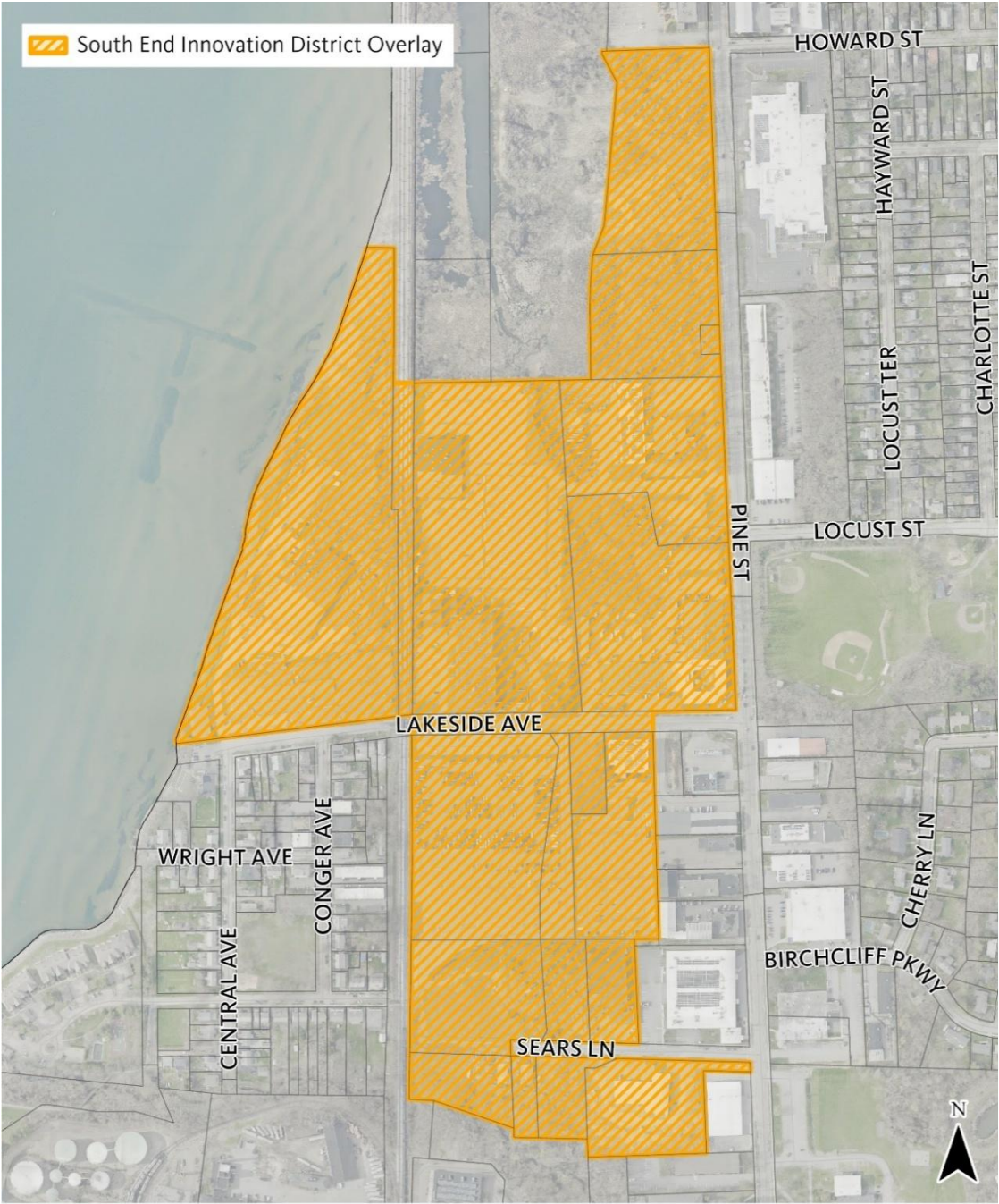
Development is intended to be dense and highly sustainable. Lot coverage standards permit significant development but ~~require~~ a high degree of permeable surfaces achieved through green stormwater infrastructure ~~is encouraged~~. Buildings should range in height from one to eight stories, and should be constructed of materials and in manners that limit embodied carbon and achieve the highest possible energy performance permitted by the Vermont Building Code. Sites should incorporate ample public and private open spaces and include extensive networks of accessible paths that are free of cars. Streets should be constructed in a manner that allocates the majority of their space to pedestrians and cyclists. Buildings should be oriented to the public realm – streets, paths and open spaces, in a manner that creates a safe and inviting district. Site and building design should support public and ecological health to the highest possible degree.

Parking should be hidden behind structures, including perimeter buildings or screening devices. Where possible, parking structures should be located along the most heavily trafficked roads to encourage residents, employees and visitors who arrive by car to park at the district's edge and travel on foot, by bike, or other mode of transportation that is compatible with Burlington's climate objectives. Special consideration should be given to the design and construction of parking structures to allow for their renovation to other uses in coming decades as Burlington evolves from car dependence.

(b) Areas Covered:

The South End Innovation District includes those portions of the E-LM Zoning District as delineated on Map

24 4.5.6-1.
25 Map 4.5.6-1 SEID Overlay



Map 4.5.6-1 South End Innovation District (E-SEID) Overlay

Overlay District Effective 08/23/23 (ZA-23-01)

(c) District Specific Regulations

Table 4.5.6-1: SEID Dimensional Standards & Density

Block Perimeter ¹	Max. Intensity (floor area ratio ^{2,3})	Max Building Size per Floorplate ^{4,5}	Max. Lot Coverage & Pervious Surface Required ⁶	Minimum Building Setbacks ⁷			Max. Height ⁸
				Front	Side	Rear	
1,600' max	2.5 FAR	Floors 1-6: 15,000 sq. ft. Floors 7-8: 10,000 sq. ft. <i>Except as permitted by Sec.4.5.6 (c) 1</i>	80% max impervious 25% min of pervious area must utilize GSI	0' min 20' max ⁵	0' min 20' max ⁵	0' min 20' max ⁶	85'

1. Blocks may be enclosed by any combination of streets within public Rights-of-Way or Public Paths. Where a property abuts a railroad or area identified as Wetland, Conservation or Natural Area on Map 4.5.3-1 Natural Resource Protection Overlay District, such boundaries may serve as enclosing block boundaries.
2. Floor area ratio is described in Sec 5.2.7.
3. Bonuses for additional FAR for inclusionary housing projects are described in Sec. 9.1.12.
4. Maximum square footage applies to each floorplate.
5. One parking structure per lot established as of January 1, 2023 may exceed the 15,000 sq. ft. floorplate maximum standard according to the following:
 - a. When the structure contains a transit use, the maximum floorplate is 60,500 sq. ft., or
 - b. When the structure does not contain a transit use, the maximum floor plate is 30,000 sq. ft.
- ~~6. At least 25% of the pervious area on a lot must include one or more of the following Green Stormwater Management (GSI) techniques: constructed wetland, suspended pavement planted with shade trees, or pervious pavement. No more than 50% of the required GSI area may utilize pervious pavement.~~
- ~~7.6.~~ Setbacks are measured from the property line; however, buildings must be at least 15' from the curb or edge of a public Right of Way if no curb exists.
- ~~8.7.~~ Maximum building height in the E-SEID shall be further limited by Map 4.5.6-2: SEID Specific Height Area Map.

1. Dimensional Standards & Density

Within the SEID the standards set forth in *Table 4.5.6-1* shall apply to new development and redevelopment, except:

Floors 7-8 may increase maximum size to 15,000 sq.ft. per floorplate for buildings constructed of Mass Timber consistent with currently adopted Building Code as contained under Chapter 8 of the City Code of Ordinances.

The maximum lot coverage may be increased by 10%, to a maximum of 90%, if the site is certified as Gold or Platinum under the SITES system, as administered by Green Business Certification, Inc. (GBCI). ~~or if all of the pervious area on the lot is constructed from one or more of the following Green Stormwater Management (GSI) techniques: constructed wetland, suspended pavement planted with one shade tree per 250 square feet of area, or pervious pavement. No more than 50% of the GSI area may utilize pervious pavement.~~

56

57 *Map 4.5.6-2 SEID Specific Height Area Map -- As written.*

58 **Table 4.5.6-2: Frontage and Activation Standards** -- *As written.*

59 **2. Frontage and Ground Floor Activation Standards** -- *As written.*

60 **3. Parking** -- *As written.*

61 **4. Uses** -- *As written.*

62 Within the SEID, only the following uses shall be permitted.

63 **Table 4.5.6-3 Uses Permitted & Limited within the SEID** -- *As written.*

64

65

66 * Material stricken out deleted.

67 ** Material underlined added.

68

69 Ordinances 2025/ZA-25-03 SEID Stormwater Standards

70 CDO Sec. 4.5.6 (a), Table 4.5.6-1, Sec. 4.5.6(C)1

71 06/25/25

TO: Burlington City Council
FROM: Charles Dillard, AICP, Director, Office of City Planning
Sarah Morgan, AICP Senior Planner
DATE: July 14, 2025
RE: Proposed ZA-25-03 SEID Stormwater Standards

1. Overview & Background

In July 2023, Burlington adopted the South End Innovation District overlay (SEID), a district intended to provide for a dense, vibrant and highly sustainable mixed-use district. Among the sustainability goals of the SEID is a focus on innovative stormwater management. To support that goal, the overlay's standards include requirements for significant amounts of green stormwater infrastructure (GSI), including requirements for specific GSI practices. In the months following the adoption of SEID, several development proposals have been contemplated that have raised concerns among the City's Water Resources staff that the SEID GSI standards may not be feasible due to contaminated soil and high water table conditions. The three prescribed GSI practices are constructed wetlands, suspended pavement systems for shade trees, and pervious pavement. Given the constraints identified by Water Resources staff, the Office of City Planning proposes to address this issue in two phases:

1. This amendment proposes to eliminate the SEID GSI standards to facilitate development in the district in the near term.
2. Through an interdepartmental collaboration, and with consultant assistance as needed, the City should create a set of standards for ecological design in development projects. Such standards would address innovative, appropriate and feasible stormwater management strategies, in addition to strategies that address habitat, native and/or appropriate plant selection, building and site energy performance, and other topics as identified.

It is important to stress that the removal of the SEID GSI standards does not absolve development in the district from managing or proposing alternative stormwater management practices. Chapter 26 of the Burlington Code of Ordinances establishes standards for wastewater, stormwater and pollution control. This ordinance "establishes minimum stormwater management requirements and erosion controls to protect and safeguard the general health, safety, and welfare of the public, Lake Champlain, and its tributaries. Regarding alternative practices, Chapter 26, "encourages Green Infrastructure, Best Management Practices, Low Impact Design or other innovative practices that in the opinion of the Department of Public Works satisfies the requirement of (the Stormwater Management division of Article 3). Article 3 of Chapter 26, which addresses stormwater and erosion controls, is attached for reference.

Further, the intent statement of the SEID will continue to state that innovative green stormwater management practices are encouraged.

Planning Commission Ordinance Committee Discussion

At its March 10th meeting, the PC Ordinance Committee discussed the amendment with staff from the Office of City Planning, the Department of Permitting and Inspections, and the Water Resources division of the Department of Public Works. Water Resources staff provided context as to the specific soil and groundwater conditions in the SEID and why these conditions make green stormwater infrastructure implementation a complex undertaking. Additionally, staff described the rigorous standards established in Chapter 26 of the Code of Ordinances, which includes language encouraging the use of context-appropriate green stormwater infrastructure. Based on those discussions, the Committee voted to retain the proposed amendment's regulatory language, but to add language further encouraging and clarifying how stormwater should be managed in the SEID.

Planning Commission Deliberation and Communication

At its April 22nd public hearing, the Planning Commission referred the amendment to the City Council, with a recommendation to approve based on the merits of the amendment itself, but also given that the City has three opportunities in the coming months and years to strengthen its approach to ecological design in development projects generally, and in the South End Innovation District specifically. The Commission submits a memo outlining these opportunities.

Proposed Amendment: ZA-25-04

Amendment Type

Text Amendment	Map Amendment	Text & Map Amendment
-----------------------	---------------	----------------------

Purpose Statement

This amendment eliminates the GSI requirements in Table 4.5.6-1: SEID Dimensional Standards & Density, as well as the lot coverage bonus offered in exchange for very substantial provision of GSI practices. The lot coverage bonus remains in place when a site is certified as Gold or Platinum under the SITES system, as administered by Green Business Certification, Inc. (GBCI). Reflecting the elimination of these standards, the amendment also revises the SEID purpose statement to encourage, rather than require, a high degree of permeable surface achieved through GSI practices.

Proposed Amendments

The following amendments to the Burlington Comprehensive Development Ordinance are included in this proposal:

1. Amends Sec. 4.5.6(a) Purpose to state that GSI practices are encouraged, rather than required, in the SEID;
2. Amends Table 4.5.6-1 SEID Dimensional Standards & Density to strike the requirement that a minimum of 25% of a lot's pervious area must utilize GSI and deletes Footnote 6, which stipulates that GSI provided on lots be in the form of constructed wetlands, suspended pavement systems for shade trees, and pervious pavement;
3. Amends Sec. 4.5.6 (c) 1 – Dimensional Standards & Density to remove the GSI provisions that relative to the lot coverage bonus offered in this Section.

Relationship to *planBTV*

This following discussion of conformance with the goals and policies of planBTV is prepared in accordance with the provisions of 24 V.S.A. §4441(c).

Theme:	Dynamic	Distinctive	Inclusive	Connected
Land Use:	Conserve	Sustain	Grow	

Compatibility with Proposed Future Land Use & Density

The proposed amendment will help implement a key land use policy adopted in 2019 with planBTV: South End, and amended through the 2021 Housing Action Plan which directed the city to explore the inclusion of housing. Specifically, in removing constraints related to Green Stormwater Infrastructure feasibility, the amendment facilitates residential and non-residential development in the SEID.

Impact on Safe & Affordable Housing

The amendment eliminates an unintended barrier to developing housing in the SEID, thereby creating opportunities to expand housing options and produce affordable housing through the City's Inclusionary Zoning and the State's Priority Housing Project standards.

Planned Community Facilities

This amendment, in removing constraints to developing large surface parking lots and contaminated sites in the SEID, will support public and ecological health. Specifically, in replacing largely impervious surfaces with development sites that will be much more pervious, the amendment will help reduce surface runoff of stormwater into adjacent waterbodies, including Lake Champlain.

Process Overview

The following chart summarizes the current stage in the zoning amendment process, and identifies any recommended actions:

Planning Commission Process					
Draft Amendment prepared by: Staff 10/01/24	Presentation to & discussion by Commission 10/8/2024	PC Ordinance Comm. 3/10/2025	Approve for Public Hearing	Public Hearing 4/22/2025	Approved & forwarded to Council 4/22/2025
City Council Process					
First Read & Referral to Ordinance Cmte 5/19/2025	Ordinance Cmte discussion 6/18/2025	Ordinance Cmte recommend 6/18/2025	Second Read & Public Hearing 7/14/2025	Council Approval & Adoption	

TO: Burlington City Council
FROM: Andy Montroll, Chair, Burlington Planning Commission
DATE: May 7, 2025
RE: Commissioner Comments on proposed ZA-25-03: South End Innovation District GSI

I am submitting this communication on behalf of Burlington Planning Commission with the intent to provide pertinent context and rationale behind the Commission's referral of ZA-25-03 to City Council. After several discussions regarding the rationale and context of this amendment, the Planning Commission voted to refer the proposed amendment to the City Council following a public hearing on April 22nd.

1. Amendment Background

Section 4.5.6-1 of the Comprehensive Development Ordinance currently notes that at least 25% of the pervious area on a lot must include Green Stormwater Infrastructure (GSI). The specific GSI practice must be one of the following three if a project intends to meet the maximum lot coverage limit in the South End Innovation District: 1) constructed wetland, 2) suspended pavement planted with one shade tree per 250 square foot area (Silva Cells), or 3) pervious pavement. However, it was brought to the Planning Commission's attention that the amount of GSI needed on a lot should be linked to the amount of stormwater treatment needed rather than the pervious area on the site. Additionally in some cases, it is not feasible to implement any of the three specified GSI techniques due to varying site conditions across the district and other stormwater treatment practices would be better suited.

Prescribing three specific GSI management practices does not take into account the site-specific variables and conditions that must be considered when determining appropriate stormwater management techniques. Permitting a more diverse application of practices allows site conditions and performance standards to dictate the most appropriate method or methods for developments subject to Chapter 26 standards.

2. Assurances of Existing Protections

Planning Commissioners have been assured by city staff within the Water Resources Division, the Department of City Planning, and the Department of Permitting and Inspections that this amendment is not a softening of standards as it relates to Stormwater Treatment.

Chapter 26 of the Burlington Code of Ordinances establishes comprehensive standards for wastewater, stormwater, and pollution control. This ordinance, which is overseen by City Council and administered by Burlington's Water Resources division, establishes minimum stormwater management requirements and erosion controls to protect and safeguard the general health, safety, and welfare of the public, Lake Champlain, and its tributaries. This ordinance encourages Green Infrastructure, Best Management Practices, Low Impact Design, and other innovative practices. Article 3 of Chapter 26, Stormwater and Erosion Control, is applicable to all developments and projects, including all projects and construction activities subject to zoning review, regardless or independent of the Comprehensive Development Ordinance. Chapter 26

already contains stringent requirements for erosion prevention and sediment control, as well as post construction stormwater management, more so than neighboring and similar municipalities. For example, while an earth disturbance of 400 sq. ft. triggers Erosion Control Plan requirements for Burlington, Portland, ME does not require any Erosion Plan for any single-family or duplex properties, and its trigger for other properties is 1 acre. Additionally, Chapter 26 is designed so that any redevelopment of any existing large impervious surface necessitates a level of stormwater treatment of areas that were not previously subject to treatment. Lastly, Article 3.a.3 of Chapter 26 denotes that any property with hydrological conditions that would lead to offsite sediment runoff or pollutant load to a natural outlet is subject to the ordinance, regardless of impervious area or disturbed area proposed. As it relates to current state regulations, Chapter 26 requires design to be compliant with the Vermont Stormwater Manual.

The Commission's recommendation was made with the understanding that, in addition to these existing regulatory standards, there are additional upcoming opportunities to enhance coordination among departments concerning Burlington's stormwater and wastewater management practices outside of the Comprehensive Development Ordinance.

3. Upcoming Opportunities for Strengthening Stormwater & Wastewater Standards

After several discussions regarding the rationale and context of this amendment, the Planning Commission voted to refer the proposed amendment to the City Council following a public hearing on April 22nd. This recommendation was made with the understanding that, in addition to the existing regulatory standards at both the municipal and state levels, there are several upcoming opportunities to enhance coordination among departments concerning Burlington's stormwater and wastewater management practices outside of the Comprehensive Development Ordinance. Over the next three years, the following efforts will be made to continue to support the health, safety, and welfare of the public, as well as the well-being of Lake Champlain and its tributaries.

Chapter 26 – Existing Standards and Future Updates: As the amendment was developed over the course of several Planning Commission meetings, staff from the Water Resources Division assured Commissioners that Burlington's stormwater management practices were highly rigorous, exceeding requirements set by both the EPA as well as existing state requirements. Water Resource Staff also informed attendees that there are also efforts underway within the Water Resources division to propose amendments to the Ordinance in the coming year.

The Planning Commission recommends that instead of establishing Green Stormwater Infrastructure standards within the Comprehensive Development Ordinance, the City Council Ordinance Committee collaborate closely with the Water Resources Division on the proposed amendments to Chapter 26. Commissioners view this upcoming process as an opportunity to enhance the language regarding best practices for stormwater management, particularly in relation to green stormwater infrastructure.

SECORD Development Agreement: Commissioners acknowledge the importance of incorporating Green Stormwater Infrastructure in major redevelopment projects, specifically as part of the South End Coordinated Redevelopment project (SECORD). The City, as owner of approximately three acres at 68 Sears Lane, is party to a pre-development agreement with Champlain College and Ride Your Bike, LLC, to develop collaboratively more than 13 acres that will become a new dense neighborhood in the South End. The pre-development agreement

includes a commitment to “demonstrate the ecological sustainability of potential development concepts.” It also commits the parties to developing the framework plan in accordance with the City’s engineering standards. As part of the work carried out in the pre-development agreement, conceptual designs for streetscapes have been created and include on-street bioswales, a green stormwater management practice. Additionally, the parties have identified generalized open space locations, one goal of which is to accommodate GSI practices. Ultimately, the goal of the parties is to establish a development agreement that will guide this multi-year construction project. The development agreement should generally guide the project’s stormwater management strategy, and specifically, establish minimum commitments for green stormwater infrastructure where feasible. The City should authorize the Water Resources division of DPW to play a lead role in establishing these commitments.

Creation of Ecological Design Standards: A long-term opportunity identified by staff is the development of ecological design standards to guide future projects in or near Burlington’s ecologically sensitive areas.

The establishment of these standards was initially recommended as a strategy in the Nature-Based Climate Solutions Addendum of the 2020 Open Space Plan. This recommendation is currently being discussed in the ongoing Citywide Open Space Plan. Additionally, this recommendation should be further explored in the Citywide Comprehensive Plan and should involve community engagement with stakeholders and experts.

Board of Finance and City Council Submission Checklist

Department: City Planning Submitter: Charles Dillard

Title/Subject: ZA-25-03 SEID Stormwater Standards

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☒	City Council	7/14/2025
☐	Concurrent	Click or tap to enter a date.

This form must be completed by the person submitting the materials, and sent with the final submission. Please do not indicate that a signoff was received until it has actually been obtained.

Signoffs Received

Signoff Needed	Received	Date Received	Note
Department Head	Yes	7/8/2025	Charles Dillard
Mayor's Office informed and approved memo	Choose an item.	7/9/2025	Joe Magee
Board/Commission, if required	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved contract and/or legal documents, -Identify attorney in note	Choose an item.	Click or tap to enter a date.	Kim Sturtevant
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CAO has reviewed budget, financing, and memo	Choose an item.	Click or tap to enter a date.	Katherine Schad
Human Resources, if personnel action -Identify HR Manager in note	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if an IT-related investment/purchase	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.

Materials Included

	Included?	Note
Final Memo Attached?	Yes	Click or tap here to enter text.
Contract Attached, if applicable?	Choose an item.	Click or tap here to enter text.
Additional Materials, if necessary	Yes	Planning Commission Memo
Draft Resolution or Motion?	Yes	Kim Sturtevant to provide ZA
If for submission to Council, are sponsors identified?	Choose an item.	Click or tap here to enter text.

CITY OF BURLINGTON

ORDINANCE 7.3

Sponsor: Office of City Planning,
Planning Commission, Ordinance
Committee

In the Year Two Thousand Twenty-Five

Public Hearing Dates 07/14/25

First reading: 05/19/25

Referred to: Ordinance Committee

Rules suspended and placed in all
stages of passage: _____

Second reading: 07/14/25

Action: adopted as amended

Date: 07/14/25

Signed by Mayor: 07/18/25

Published: 07/23/25

Effective: 08/12/25

An Ordinance in Relation to

COMPREHENSIVE DEVELOPMENT ORDINANCE
SEID Stormwater Standards
ZA-25-03

It is hereby Ordained by the City Council of the City of Burlington as follows:

That Appendix A-Burlington Comprehensive Development Ordinance of the Code of Ordinances of the City of Burlington be and hereby amends Section 4.5.6, South End Innovation District Overlay; Table 4.5.6-1, SEID Dimensional Standards & Density; and Section 4.5.6(C)1, Dimensions Standards & Density; thereof to read as follows:

Sec. 4.5.6 South End Innovation District Overlay

(a) Purpose:

The South End Innovation District Overlay (SEID) is intended to provide for a dense, vibrant and dynamic mixed-use district. The overlay is unique in its allowance for residential uses ~~in an~~ in that it limits the most intensive manufacturing and industrial uses allowed elsewhere in the district. The overlay permits arts, employment, and other non-residential uses intrinsic to an amenity-rich, convenient urban neighborhood.

Development is intended to be dense and highly sustainable. Lot coverage standards permit significant development but ~~require~~ a high degree of permeable surfaces achieved through green stormwater infrastructure is encouraged. Buildings should range in height from one to eight stories, and should be constructed of materials and in manners that limit embodied carbon and achieve the highest possible energy performance permitted by the Vermont Building Code. Sites should incorporate ample public and private open spaces and include extensive networks of accessible paths that are free of cars. Streets should be constructed in a manner that allocates the majority of their space to pedestrians and cyclists. Buildings should be oriented to the public realm – streets, paths and open spaces, in a manner that creates a safe and inviting district. Site and building design should support public and ecological health to the highest possible degree.

Parking should be hidden behind structures, including perimeter buildings or screening devices. Where possible, parking structures should be located along the most heavily trafficked roads to encourage residents, employees and visitors who arrive by car to park at the district's edge and travel on foot, by bike, or other mode of transportation that is compatible with Burlington's climate objectives. Special consideration should be given to the design and construction of parking structures to allow for their renovation to other uses in coming decades as Burlington evolves from car dependence.

(b) Areas Covered:

The South End Innovation District includes those portions of the E-LM Zoning District as delineated on Map

ORIGINAL

AN ORDINANCE
IN RELATION TO

Introduced by

Councilor _____

Read in City Council first time

_____, 20_____.

Attest,

_____, Clerk.

Rules suspended, and ordinance placed in all stages of
passage.

_____, 20_____.

Attest,

_____, Clerk.

Read in City Council second time

_____, 20_____.

Attest,

_____, Clerk.

Passed in City Council at meeting held

_____, 20_____.

Attest,

_____, Clerk.

Approved _____

_____, 20_____.

_____, Mayor.

I, _____, City Clerk of the City of Burlington
and Clerk of the City Council of said City, do hereby certify that the within written Ordinance has
been duly published according to Law and the Charter of the City, and in compliance with said
Charter this certificate is hereto attached.

And the within Ordinance was ordered published for _____ day,

namely the _____ day of _____, 20_____.

Adopted _____ Published _____ Effective _____
_____, City Clerk

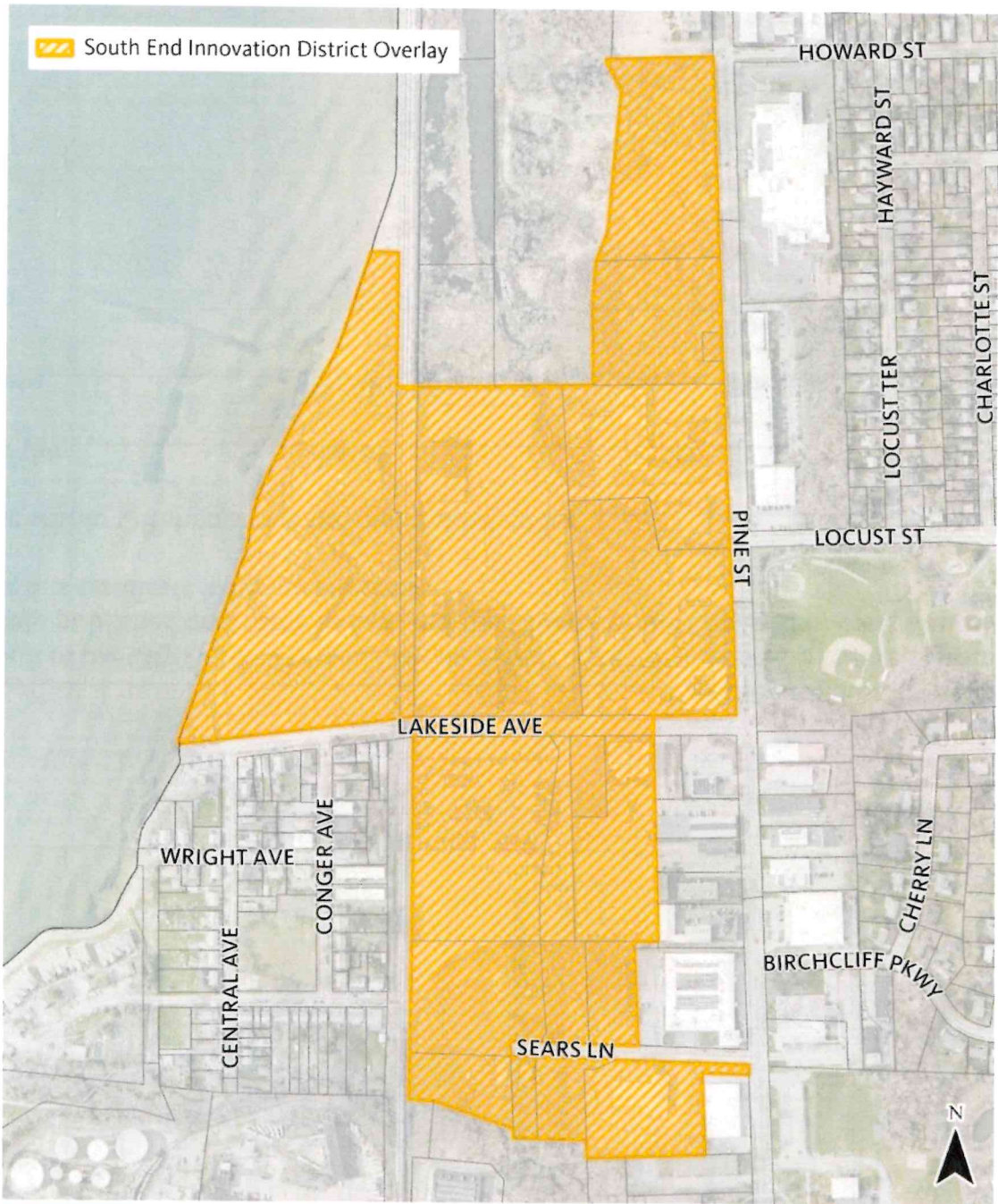
Attest:

Distribution

I hereby certify that this Ordinance has
been sent to the following department(s)
on _____

* * * * *
* * * * *

4.5.6-1.
Map 4.5.6-1 SEID Overlay



Map 4.5.6-1 South End Innovation District (E-SEID) Overlay
Overlay District Effective 08/23/23 (ZA-23-01)

ORIGINAL

AN ORDINANCE
IN RELATION TO

Introduced by

Councilor _____

Read in City Council first time

_____, 20____.

Attest,

_____, Clerk.

Rules suspended, and ordinance placed in all stages of
passage.

_____, 20____.

Attest,

_____, Clerk.

Read in City Council second time

_____, 20____.

Attest,

_____, Clerk.

Passed in City Council at meeting held

_____, 20____.

Attest,

_____, Clerk.

Approved _____

_____, 20____.

_____, Mayor.

I, _____, City Clerk of the City of Burlington
and Clerk of the City Council of said City, do hereby certify that the within written Ordinance has
been duly published according to Law and the Charter of the City, and in compliance with said
Charter this certificate is hereto attached.

And the within Ordinance was ordered published for _____ day,

namely the _____ day of _____, 20____.

Adopted _____ Published _____ Effective _____

_____, City Clerk

Attest:

Distribution

I hereby certify that this Ordinance has
been sent to the following department(s)
on _____

* * * * *

* * * * *

(c) District Specific Regulations

Table 4.5.6-1: SEID Dimensional Standards & Density

Block Perimeter ¹	Max. Intensity (floor area ratio ^{2,3})	Max Building Size per Floorplate ^{4,5}	Max. Lot Coverage & Pervious Surface Required ⁶	Minimum Building Setbacks ^{7,6}			Max. Height ^{8,7}
				Front	Side	Rear	
1,600' max	2.5 FAR	Floors 1-6: 15,000 sq. ft. Floors 7-8: 10,000 sq. ft. <i>Except as permitted by Sec. 4.5.6 (c) 1</i>	80% max impervious 25% min of pervious area must utilize GSI	0' min 20' max ⁵	0' min 20' max ⁵	0' min 20' max ⁶	85'

1. Blocks may be enclosed by any combination of streets within public Rights-of-Way or Public Paths. Where a property abuts a railroad or area identified as Wetland, Conservation or Natural Area on Map 4.5.3-1 Natural Resource Protection Overlay District, such boundaries may serve as enclosing block boundaries.
2. Floor area ratio is described in Sec 5.2.7.
3. Bonuses for additional FAR for inclusionary housing projects are described in Sec. 9.1.12.
4. Maximum square footage applies to each floorplate.
5. One parking structure per lot established as of January 1, 2023 may exceed the 15,000 sq. ft. floorplate maximum standard according to the following:
 - a. When the structure contains a transit use, the maximum floorplate is 60,500 sq. ft., or
 - b. When the structure does not contain a transit use, the maximum floor plate is 30,000 sq. ft.
- ~~6. At least 25% of the pervious area on a lot must include one or more of the following Green Stormwater Management (GSI) techniques: constructed wetland, suspended pavement planted with shade trees, or pervious pavement. No more than 50% of the required GSI area may utilize pervious pavement.~~
- ~~7.6.~~ Setbacks are measured from the property line; however, buildings must be at least 15' from the curb or edge of a public Right of Way if no curb exists.
- ~~8.7.~~ Maximum building height in the E-SEID shall be further limited by Map 4.5.6-2: SEID Specific Height Area Map.

1. Dimensional Standards & Density

Within the SEID the standards set forth in *Table 4.5.6-1* shall apply to new development and redevelopment, except:

Floors 7-8 may increase maximum size to 15,000 sq.ft. per floorplate for buildings constructed of Mass Timber consistent with currently adopted Building Code as contained under Chapter 8 of the City Code of Ordinances.

The maximum lot coverage may be increased by 10%, to a maximum of 90%, if the site is certified as Gold or Platinum under the SITES system, as administered by Green Business Certification, Inc. (GBCI), ~~or if all of the pervious area on the lot is constructed from one or more of the following Green Stormwater Management (GSI) techniques: constructed wetland, suspended pavement planted with one shade tree per 250 square feet of area, or pervious pavement. No more than 50% of the GSI area may utilize pervious pavement.~~

ORIGINAL

AN ORDINANCE
IN RELATION TO

Introduced by

Councilor _____

Read in City Council first time _____, 20____.

Attest,

_____, Clerk.

Rules suspended, and ordinance placed in all stages of passage.

_____, 20____.

Attest,

_____, Clerk.

Read in City Council second time _____, 20____.

Attest,

_____, Clerk.

Passed in City Council at meeting held _____, 20____.

Attest,

_____, Clerk.

Approved _____, 20____.

_____, Mayor.

I, _____, City Clerk of the City of Burlington and Clerk of the City Council of said City, do hereby certify that the within written Ordinance has been duly published according to Law and the Charter of the City, and in compliance with said Charter this certificate is hereto attached.

And the within Ordinance was ordered published for _____ day,

namely the _____ day of _____, 20____.

Adopted _____ Published _____ Effective _____, City Clerk _____

Attest:

Distribution

I hereby certify that this Ordinance has been sent to the following department(s) on _____

* * * * *

56

57 *Map 4.5.6-2 SEID Specific Height Area Map -- As written.*

58 **Table 4.5.6-2: Frontage and Activation Standards -- As written.**

59 **2. Frontage and Ground Floor Activation Standards -- As written.**

60 **3. Parking -- As written.**

61 **4. Uses -- As written.**

62 Within the SEID, only the following uses shall be permitted.

63 **Table 4.5.6-3 Uses Permitted & Limited within the SEID -- As written.**

64

65

66 * Material stricken out deleted.

67 ** Material underlined added.

68

69 Ordinances 2025/ZA-25-03 SEID Stormwater Standards

70 CDO Sec. 4.5.6 (a), Table 4.5.6-1, Sec. 4.5.6(C)I

71 07/14/25

ORIGINAL

AN ORDINANCE
IN RELATION TO

CDO SEID Stormwater Standards ZA-25-03

Introduced by

City/Clerk Office of City Planning, Planning Commission
Ordinance Committee
Read in City Council first time

May 19, 2025

Attest, Betsy Kelly, Clerk.
Rules suspended, and ordinance placed in all stages of
passage.

Attest, _____, Clerk.

Read in City Council second time

July 14, 2025

Attest, Betsy Kelly, Clerk.

Passed in City Council at meeting held

July 14, 2025

Attest, Betsy Kelly, Clerk.
Approved July 18, 2025

Gregory, Mayor.

I, DOF Kukenberger, City/Clerk of the City of Burlington
and Clerk of the City Council of said City, do hereby certify that the within written Ordinance has
been duly published according to Law and the Charter of the City, and in compliance with said
Charter this certificate is hereto attached.

And the within Ordinance was ordered published for _____
Wednesday

namely the 23rd day of July, 2025

Adopted 07/14/25 Published 07/23/25 Effective 08/12/25

Betsy Kelly, City Clerk, DOF

Attest: Lori Olberg
Council and Licensing Coordinator

Distribution

I hereby certify that this Ordinance has
been sent to the following department(s)
on

Planning Director Dillard

CITY OF BURLINGTON

ORDINANCE _____

Sponsor: Office of City Planning,
Planning Commission, Ordinance
Committee

Public Hearing Dates: _____

First reading: _____

Referred to: _____

Rules suspended and placed in all
stages of passage: _____

Second reading: _____

Action: _____

Date: _____

Signed by Mayor: _____

Published: _____

Effective: _____

In the Year Two Thousand Twenty-Five

An Ordinance in Relation to

COMPREHENSIVE DEVELOPMENT ORDINANCE

PlanBTV Downtown Code Parking Setbacks

ZA-25-06

It is hereby Ordained by the City Council of the City of Burlington as follows:

That Appendix A-Burlington Comprehensive Development Ordinance of the Code of Ordinances of the City of Burlington be and hereby amends Article 14, PlanBTV Downtown Code, Sec. 14.6.7, Parking and Circulation, subsection (f), Parking Lots and Parking Areas, thereof to read as follows:

Article 14: PlanBTV Downtown Code

Sec. 14.6.7 Parking and Circulation

a) – e) *As Written*

f) Parking Lots and Parking Areas

- i. All parked vehicles, vehicle headlights, and interior lighting shall be screened from view from the street and ~~adjacent properties~~ any lot in a residential district or Civic Spaces by a Building or a landscaped area as follows:
 - a. A minimum 10-foot wide landscaped area, or a 36-inch high wall within a minimum 5-foot wide landscaped area, with a continuous row of trees and/or shrubs must be provided between the street and ~~the parking lot~~ within the First or Second Lot Layer, or at the perimeter of the parking in the case of the adjacency to a Civic Space or a residential district.
 - b. Plantings must be a minimum of 18-inches in height when planted and must reach a minimum size of 36 inches in height within 3-years of planting.
 - c. Breaks for pedestrian and vehicle access are allowed.
- ii. All Parking Lots and Parking Areas shall be setback a minimum of 5-feet from any side or rear property line that abuts any lot in a residential district or Civic Space.
- iii. Openings shall be combined for ingress/egress and shall not exceed 24-feet in width at the Frontage. Only one such opening per street Frontage may be permitted. Openings may be separated for ingress/egress where they access different Frontages.

g) – j) *As Written.*

* Material stricken out deleted.

** Material underlined added.

Ordinances 2025/ZA-25-06 PlanBTV Downtown Code Parking Setbacks

CDO Sec. 14.6.7(f)

05/14/25

TO: Burlington City Council
FROM: Charles Dillard, AICP, Director, Office of City Planning
Sarah Morgan, AICP, Planner
DATE: July 14, 2025
RE: Proposed ZA-25-06 Downtown Code Parking Setbacks

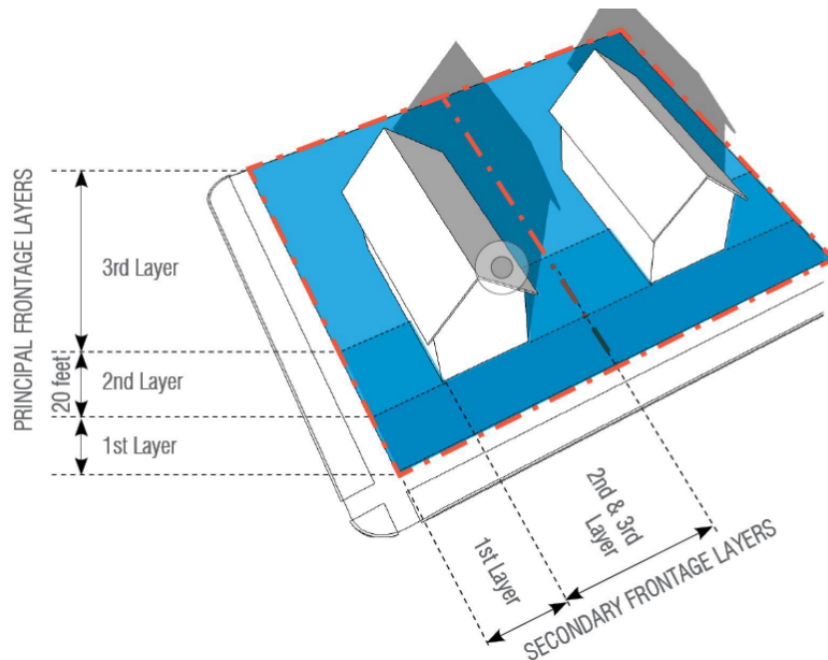
1. Overview & Background

The PlanBTV Downtown Code, Article 14 of the CDO (or, the Form Code), establishes parking and circulation standards that are intended to balance parking needs with the form-based code's objective of facilitating a walkable downtown. The Form Code's standards regulate all facets of parking, including driveways, loading, structures, parking lots and parking areas. Of those final two, the Form Code differentiates between a Parking Lot, defined as "an off-street, ground level, open area within a Lot for parking vehicles as an independent commercial Principal Use." A Parking Area is defined as, "an off-street, ground-level open area within a Lot for parking vehicles as an Accessory Use incidental to a Principal Use of the Lot." The Form Code makes clear that Parking Lot and Parking Area are not synonymous.

For both Parking Lots and Parking Areas, the Form Code establishes standards aimed at mediating the relationship of Parking Lots and Areas and adjacent properties and the street. Regarding the former, the Form Code currently requires a minimum 10-foot wide landscaped area or a five foot landscaped area accompanied by a 36-inch wall, all with a continuous row of trees and/or shrubs between the street and the parking. The Form Code also requires a minimum five foot setback between any Parking Lot or Parking Area and the side and rear property lines. Both standards are critical to maintaining a safe, comfortable and pleasant pedestrian experience. However, the standards have consequences for portions of the lot that are at a significant distance from the street, even in places that would have little impact on the pedestrian experience. In particular, setback standards within the Third Lot Layer have proven challenging for property owners seeking to provide parking for building users. The Form Code's Lot Layer definitions are described in the excerpt below:

Lot Layers. Lots are composed of three Lot Layers as shown in [Illustration 14.6.3-A \(Lot Layers\)](#).

- i. First Lot Layer: that portion of a Lot between the Frontage Line and the Façade of a Principal Building.
- ii. Second Lot Layer: that portion of a Lot extending 20 feet back from and parallel to the Façade of a Principal Building.
- iii. Third Lot Layer: that portion of a Lot bounded by (a) the Second Lot Layer and (b) the Rear Lot Line.



Given these challenges, this amendment seeks to provide some flexibility while retaining the overall mission of the Form Code to promote a highly walkable and attractive Downtown.

Proposed Amendment: ZA-25-06

Amendment Type

Text Amendment	Map Amendment	Text & Map Amendment
----------------	---------------	----------------------

Purpose Statement

This amendment amends parking setback standards in Article 14 that provide needed flexibility to owners and operators of constrained Downtown properties. These limited amendments will improve the feasibility of managing Downtown properties while respecting the Form Code's and Downtown Plan's vision of a walkable Downtown.

1. Amendment to Article 14: PlanBTV Downtown Code

- Amends Sec. 14.6.7.i Parking and Circulation in the following ways:
 - Clarifies that parked vehicles, vehicle headlights and interior lighting shall be screened from view from the street and residential districts and Civic Spaces and removes this protection from adjacent properties. In reality, screening all vehicles, headlights and interior lighting from structures from adjacent properties is not practical.
 - Amends 14.6.7.f.i.a to only require a landscaped buffer or combination buffer and wall in the First and Second Lot Layers of a property. Importantly, the amendment retains the buffer protection to all portions of a lot adjacent to a Civic Space.

- o Amends 14.6.7.f.ii to require the established five foot setback at side and rear property lines only when abutting adjacent properties in a Residential district or a Civic Space.

Relationship to *planBTV*

This following discussion of conformance with the goals and policies of *planBTV* is prepared in accordance with the provisions of 24 V.S.A. §4441(c).

Theme:	Dynamic	Distinctive	Inclusive	Connected
Land Use:	Conserve	Sustain		Grow

Compatibility with Proposed Future Land Use & Density

The proposed amendment is consistent in many respects with the Land Use and Density-related policies of *planBTV*. Generally, the amendment provides some needed flexibility and balance between the vision of a walkable downtown with remaining imperatives to accommodate cars and parking. Providing for reasonable modifications to parking setback will make use of constrained Downtown sites more feasible.

Impact on Safe & Affordable Housing

The amendment has no impact on Safe & Affordable Housing

Planned Community Facilities

This amendment has no direct impact on planned community facilities, aside from potentially facilitating some facilities parking needs in the Downtown area.

Process Overview

The following chart summarizes the current stage in the zoning amendment process, and identifies any recommended actions:

Planning Commission Process					
Draft Amendment prepared by: Staff 2/7/25	Presentation to & discussion by Commission: 2/11/25	Approve for Public Hearing:	Public Hearing	Approved & forwarded to Council:	
City Council Process					
First Read & Referral to Ordinance Cmte 5/19/2025	Referred back to Planning Commission:	Ordinance Cmte discussion 6/18/2025	Ordinance Cmte recommend 6/18/2025	Second Read & Public Hearing 7/14/2025	Council Approval & Adoption

Board of Finance and City Council Submission Checklist

Department: City Planning Submitter: Charles Dillard

Title/Subject: ZA-25-06 Downtown Form Based Code Parking Setbacks

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☒	City Council	7/14/2025
☐	Concurrent	Click or tap to enter a date.

This form must be completed by the person submitting the materials, and sent with the final submission. Please do not indicate that a signoff was received until it has actually been obtained.

Signoffs Received

Signoff Needed	Received	Date Received	Note
Department Head	Yes	7/8/2025	Charles Dillard
Mayor's Office informed and approved memo	Choose an item.	7/9/2025	Joe Magee
Board/Commission, if required	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved contract and/or legal documents, -Identify attorney in note	Choose an item.	Click or tap to enter a date.	Kim Sturtevant
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CAO has reviewed budget, financing, and memo	Choose an item.	Click or tap to enter a date.	Katherine Schad
Human Resources, if personnel action -Identify HR Manager in note	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if an IT-related investment/purchase	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.

Materials Included

	Included?	Note
Final Memo Attached?	Yes	Click or tap here to enter text.
Contract Attached, if applicable?	Choose an item.	Click or tap here to enter text.
Additional Materials, if necessary	No	Click or tap here to enter text.
Draft Resolution or Motion?	Yes	Kim Sturtevant to provide ZA
If for submission to Council, are sponsors identified?	Choose an item.	Click or tap here to enter text.

CITY OF BURLINGTON

ORDINANCE 7.4

Sponsor: Office of City Planning,
Planning Commission, Ordinance
Committee

Public Hearing Dates: 07/14/25

In the Year Two Thousand Twenty-Five

An Ordinance in Relation to

COMPREHENSIVE DEVELOPMENT ORDINANCE
PlanBTV Downtown Code Parking Setbacks
ZA-25-06

First reading: 05/19/25

Referred to: Ordinance Committee

Rules suspended and placed in all
stages of passage:

Second reading: 07/14/25

Action: adopted

Date: 07/14/25

Signed by Mayor: 07/18/25

Published: 07/23/25

Effective: 08/12/25

It is hereby Ordained by the City Council of the City of Burlington as follows:

That Appendix A-Burlington Comprehensive Development Ordinance of the Code of Ordinances of the City of Burlington be and hereby amends Article 14, PlanBTV Downtown Code, Sec. 14.6.7, Parking and Circulation, subsection (f), Parking Lots and Parking Areas, thereof to read as follows:

Article 14: PlanBTV Downtown Code

Sec. 14.6.7 Parking and Circulation

a) – e) *As Written*

f) Parking Lots and Parking Areas

i. All parked vehicles, vehicle headlights, and interior lighting shall be screened from view from the street and ~~adjacent properties~~ any lot in a residential district or Civic Spaces by a Building or a landscaped area as follows:

a. A minimum 10-foot wide landscaped area, or a 36-inch high wall within a minimum 5-foot wide landscaped area, with a continuous row of trees and/or shrubs must be provided between the street and ~~the parking lot~~ within the First or Second Lot Layer, or at the perimeter of the parking in the case of the adjacency to a Civic Space or a residential district.

b. Plantings must be a minimum of 18-inches in height when planted and must reach a minimum size of 36 inches in height within 3-years of planting.

c. Breaks for pedestrian and vehicle access are allowed.

ii. All Parking Lots and Parking Areas shall be setback a minimum of 5-feet from any side or rear property line that abuts any lot in a residential district or Civic Space.

iii. Openings shall be combined for ingress/egress and shall not exceed 24-feet in width at the Frontage. Only one such opening per street Frontage may be permitted. Openings may be separated for ingress/egress where they access different Frontages.

g) – j) *As Written.*

* Material stricken out deleted.

** Material underlined added.

Ordinances 2025/ZA-25-06 PlanBTV Downtown Code Parking Setbacks
CDO Sec. 14.6.7(f)
05/14/25

ORIGINAL

AN ORDINANCE
IN RELATION TO

CDO PlanBTV Downtown Code Parking Setbacks ZA-25-08

Introduced by

Barbara V. Vetter Office of City Planning, Planning Commission

Ordinance Committee

May 19, 2025

Attest, Barbara V. Vetter, Clerk.
Rules suspended, and ordinance placed in all stages of passage.

Attest, _____, Clerk.

Passed in City Council second time

July 14, 2025

Attest, Barbara V. Vetter, Clerk.
Passed in City Council at meeting held

July 14, 2025

Attest, Barbara V. Vetter, Clerk.
Approved Barbara V. Vetter, Mayor.

I, DOF Kukuemberger, City Clerk of the City of Burlington, do hereby certify that the within written Ordinance has been duly published according to Law and the Charter of the City, and in compliance with said Charter this certificate is hereto attached.

And the within Ordinance was ordered published for _____ Wednesday, _____ day,

namely the _____ day of _____, 2025.
Adopted _____
Published _____
Effective _____
DOF _____
City Clerk

Distribution

I hereby certify that this Ordinance has been sent to the following department(s) on _____

Planning Director Dillard

Attest, Lori Olberg
Council and Licensing Coordinator

* * * * *

* * * * *

CITY OF BURLINGTON

In the Year Two Thousand Twenty-Five

An Ordinance in Relation to

COMPREHENSIVE DEVELOPMENT ORDINANCE

Impact Fees

ZA-25-08

ORDINANCE _____

Sponsors: Planning, Planning
Commission, Ordinance Committee

Public Hearing Dates: _____

First reading: _____

Referred to: _____

Rules suspended and placed in all
stages of passage: _____

Second reading: _____

Action: _____

Date: _____

Signed by Mayor: _____

Published: _____

Effective: _____

It is hereby Ordained by the City Council of the City of Burlington as follows:

That Appendix A-Burlington Comprehensive Development Ordinance of the Code of Ordinances of the City of Burlington be and hereby amends Article 3, Applications, Permits, and Project Review, Part 3, Impact Fees, by amending Sec. 3.3.1, Purpose, and deleting Sections 3.3.2 - 3.3.11, thereof to read as follows:

Part 3: Impact Fees

Sec. 3.3.1 Applicability Purpose

~~These regulations are enacted to enable the city to require the beneficiaries of new development to pay their proportionate share of the cost of municipal and school capital projects which benefit them, and to require them to pay for or mitigate the negative effects of development in the community. Impact Fees shall be pursuant to the Administrative Regulations adopted under Burlington's Code of Ordinance Section 21-41.~~

Sec. 3.3.2 Applicability

~~Any new development or additions to existing buildings which result in new dwelling units or in new nonresidential buildings square footage are subject to impact fees as is any change of use which results in an added impact according to Sec. 3.3.4.~~

Sec. 3.3.3 Exemptions and Waivers

~~(a) Exemptions:~~

~~— The following types of development are exempt from this Part:~~

~~— 1. additions to existing dwelling units, provided such additions are for residential purposes;~~

~~— 2. alterations to an existing use provided that such alteration occurs entirely within an existing building and within the same square footage;~~

~~— 3. land development which does not result in new building square footage (e.g. parking lots, facade renovations, signs, etc.);~~

~~— 4. additions to existing buildings for which the sole purpose is to provide additional means of egress (e.g. stair towers, elevators, etc);~~

~~— (b) School Impact Fee Exemption:~~

~~That portion of impact fees attributable to school impacts shall not be required for senior citizen housing projects or for that portion of a project where certain units are reserved specifically for the elderly. Any project, or portion thereof, which meets either state or federal guidelines for elderly housing, shall be deemed a senior citizen housing project and eligible for a full or partial waiver of school impact fees.~~

~~(c) Inclusionary Housing Exemption:~~

~~Inclusionary housing units per Article 9: Part 1 shall be exempt from this Part.~~

~~(d) Affordable Housing Waivers:~~

~~Any residential project containing newly constructed units or substantially rehabilitated housing units that are affordable for households as described in subsections (1), (2) or (3) below qualifies for a waiver of impact fees for that portion of the project containing affordable housing units in excess of the minimum inclusionary housing requirements of Article 9. The terms, rules, and regulations used herein shall be the same as those defined and specified in this Ordinance pertaining to Inclusionary Zoning (Article 9). For purposes of determining area median income (AMI), the income levels specified in Article 9 of this Ordinance shall be applicable.~~

~~1. 25% Waiver of Fees: Twenty-five percent (25%) of the fees will be waived for qualifying units in a project that initially sells for a price that is affordable for households below 90% of AMI or that initially rents for a three year period for a price (including utilities) that is affordable for households below 75% of AMI.~~

~~2. 50% Waiver of Fees: Fifty percent (50%) of the fees will be waived for qualifying units in a project that meets the dual test of initial affordability and continuing affordability. For the purposes of this section, "initial affordability" would be defined as a unit that sells for a price that is affordable for households earning less than 75% of AMI or that rents for a price (including utilities) that is affordable for households earning below 65% of median. "Continuing affordability" would be defined as affordability that lasts for a period of 99 years.~~

~~3. 100% Waiver of Fees: One hundred percent (100%) of the fees will be waived for qualifying units in a project that initially sells or rents for a price that is affordable for households earning less than 50% of AMI and that remains continually affordable as defined above.~~

~~(e) Community Garden Waivers:~~

~~A development that creates new community gardens as defined in Article 13 of this ordinance shall be provided a waiver of the parks impact fee in an amount equivalent to the actual cost of installation of the community garden created. The value of the garden shall be supported by a tabulation of the actual cost of installing the community garden and shall be subject to review and approval by the Department of Parks & Recreation. The waiver of parks impact fees shall not exceed 100% of the parks impact fee that would otherwise be paid.~~

~~To be eligible for the waiver, the community garden shall meet the following standards:~~

~~1. The community garden shall be made available to residents of the property and of the surrounding area.~~

~~2. It shall be located onsite in consultation with the Department of Parks & Recreation to ensure adequate solar access, visibility, and accessibility.~~

~~3. It shall contain an area of at least 360 square feet (i.e. such as 18 ft X 20 ft) with at least six (6) 4 ft X 8 ft plots and 2 ft wide aisles between plots. Soil testing to determine the safety of the soil for food gardening purposes shall be the responsibility of the applicant (or property owner if different). Where soils are found to be unsafe for food gardening purposes, the community garden plots shall be in the form of raised beds with imported soil safe for food gardening use. Results of soil testing shall be subject to review by the Department of Parks & Recreation.~~

~~4. It shall either be managed as a neighborhood garden by the Burlington Area Community Gardens program operated by the Department of Parks & Recreation or privately managed to the same operating standards as a neighborhood garden. If privately managed, all maintenance and repair costs shall be the responsibility of the applicant (or property owner if different). The community garden shall be managed as such for the duration of the approved development.~~

~~5. It shall be created within an area of the city consistent with the express goals and strategic plans of the Department of Parks & Recreation. The Department of Parks & Recreation may reject creation of a new community garden and require payment of the full impact fee if the development is located in an area of the city that is already adequately served by community gardens.~~

~~6. The completed community gardens shall be guaranteed for a period of five (5) years following their completion. All repairs and maintenance of the community gardens within this period shall be at the cost of the applicant (or property owner if different).~~

Sec. 3.3.4 Offsite Improvements

~~In categories for which impact fees have been charged, no exactions for construction of offsite public facilities will be required as a condition for a zoning permit except for water distribution lines, sewer connection lines and stormwater improvements, and street and sidewalk infrastructure that are essential to the development of the project.~~

~~For the purposes of this section, "offsite" public facilities are defined as those facilities which are not on or immediately adjacent to the private land proposed for development.~~

Sec. 3.3.5 Calculation of Impact Fee

~~The amount of impacts fees shall be as set forth in the Impact Fee Administrative Regulations as established by resolution of the city council. There shall be an automatic annual increase to the impact fee schedule reflected in the Impact Fee Administrative Regulations every July 1 equivalent to 100% of the annual change in the Consumer Price Index (CPI).~~

~~Impact fees are calculated on the total gross square footage of the principal use of a building, including accessory uses. In the event there is more than one principal use within a building, impact fees will be calculated separately for each principal use and associated accessory uses, with common space computed on a pro-rata basis.~~

Sec. 3.3.6 Effect of Project Change on Impact Fees

~~If a proposed development is substantially modified in terms of square footage, a request for an adjustment to the impact fee may be made by filing a zoning permit application subject to the applicable filing fees. Any adjustment, if approved, is subject to the Impact Fee Administrative Regulations in effect at time of the subsequent approval. Any change which increases a project size or impact shall require a new zoning permit and an accompanying adjustment to the impact fee amount.~~

~~For a change of use where there is an increased impact, the impact fee will be the difference in the amount for the specific uses as listed in the Impact Fee Administrative Regulations. If there is no change in use and no increase in square footage for that use, the impact fee would be \$0.~~

Sec. 3.3.7 Demolition or Change to Existing Building

~~No impact fee rebates shall be assessed for the demolition of an existing building, a reduction in size of an existing building, or a change in the use of an existing building. There are no rebates if one decides to reduce the use of (or is unable to use) one's property for any reason.~~

Sec. 3.3.8 Time and Place of Payment

~~Impact fees must be paid to the city's chief administrative officer/ city treasurer according to the following schedule:~~

~~(a) New Buildings: Impact fees must be paid at least seven (7) days prior to occupancy of a new building or any portion thereof;~~

~~(b) Existing Buildings: Impact fees must be paid prior to issuance of a zoning permit, or if a building permit is required, within thirty (30) days of issuance of the building permit.~~

Sec. 3.3.9 Penalties for Nonpayment

~~If an impact fee is not paid, a certificate of occupancy shall be denied, a lien may be placed upon the property, and a fine of \$200 a day shall be assessed along with other court imposed penalties.~~

Sec. 3.3.10 Expenditure and Distribution of Impact Fees

~~Impact fees must be used for capital improvements to accommodate the demands created by new growth. The city's chief administrative officer/ city treasurer shall maintain records of all impact fee receipts and disbursements by category, and include a summary of same in each city Annual Report. Any expenditure of impact fees must be authorized by the city's chief administrative officer/ city treasurer.~~

~~Impact fees received will be distributed to city departments, upon authorization by the city's chief administrative officer/ city treasurer, solely for the purpose of capital projects, according to the Impact Fee Administrative Regulations.~~

~~If an impact fee is not expended on eligible capital improvements by the city within six (6) years of payment, it must be refunded to the property owner by the city's chief administrative officer/ city treasurer along with any accrued interest.~~

Sec. 3.3.11 Relationship to Other Fees

~~Impact fees do not replace other fees pertaining to development projects. All applicable permit fees, including, but not limited to, development review fees and building permit fees, must be paid prior to occupancy.~~

* Material stricken out deleted.

** Material underlined added.

Ordinances 2025/ZA-25-08 Impact Fees

Secs. 3.3.1 – 3.3.11

5-14-25

TO: Burlington City Council
FROM: Charles Dillard, AICP, Director, Office of City Planning
Sarah Morgan, AICP, Principal Planner
DATE: July 14, 2025
RE: Public Hearing: ZA-25-08 Impact Fees

Overview and Background

On June 16, the City Council adopted new impact fees and new administrative regulations governing the fees. Previously, rules governing impact fees were housed in the CDO, BCO 21-41, and the ARs. Having the same rules in three places has the potential for inconsistency and makes it harder to update impact fees regularly, as we should be doing. Thus, at the time the new fees were updated, BCO 21-41 was amended to be enabling legislation. The Council held the first reading of an amendment to the CDO, recommending to refer to the impact fee program without spelling out all the details. The Planning Commission modified the language slightly but recommended in favor of the proposal. As the public hearing has been warned, the CDO amendment is already temporarily in effect. City Planning staff recommends adoption of the amendment as the final administrative step in the impact fee update process.

Proposed Amendment: ZA-25-08

Amendment Type

Text Amendment	Map Amendment	Text & Map Amendment
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Purpose Statement

This amendment removes the Impact Fee regulations from the Comprehensive Development Ordinance but retains a reference to the Administrative Regulations, which are proposed to include the complete set of impact fee regulations and the newly adopted fees. The purpose of the amendment is to provide clarity and avoid potentially conflicting regulations.

1. Amendment to *Article 3: Applications, Permits and Project Reviews*

- Amends Part 3: Impact Fees in the following ways:
 - Renames Sec. 3.3.1 Purpose and deletes the existing language in this section and replaces it with a new title - Sec. 3.3.1 Applicability, and language, which creates a new reference to the Burlington Code of Ordinance Section 21-41 and the Administrative Regulations
 - Deletes Sections 3.3.2-3.3.11

Relationship to *planBTV*

This following discussion of conformance with the goals and policies of *planBTV* is prepared in accordance with the provisions of 24 V.S.A. §4441(c).

Theme:	Dynamic	Distinctive	Inclusive	Connected
Land Use:	Conserve	Sustain		Grow

Compatibility with Proposed Future Land Use & Density

The proposed amendment is consistent in many respects with the Land Use and Density-related policies of *planBTV*. The amendment's proposed changes to impact fee administration and rates will create opportunities for larger capital projects that have significant impact, allow for essential

infrastructure to support the density and land uses envisioned in the Plan, and create a greater nexus with new development.

Impact on Safe & Affordable Housing

This amendment has no direct impact on safe and affordable housing.

Planned Community Facilities

This amendment has significant direct impact on planned community facilities, as impact fees will be streamlined to support facilities that will facilitate growth in the city.

Process Overview

The following chart summarizes the current stage in the zoning amendment process, and identifies any recommended actions:

Planning Commission Process					
Draft Amendment prepared by Staff: 4/3/24	Presentation to & discussion by Commission: 4/08		Approve for Public Hearing: 4/08	Public Hearing: 5/13	Approved & forwarded to Council: 5/13
City Council Process					
First Read & Referral to Ordinance Comm. 5/19/2025	Referred back to Planning Commission:	Ordinance Comm. Discussion 5/14/2025	Ordinance Comm. recommend	Second Read & Public Hearing 7/14/2025	Council Approval & Adoption

Board of Finance and City Council Submission Checklist

Department: City Planning Submitter: Charles Dillard

Title/Subject: ZA-25-08 Impact Fees

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☒	City Council	7/14/2025
☐	Concurrent	Click or tap to enter a date.

This form must be completed by the person submitting the materials, and sent with the final submission. Please do not indicate that a signoff was received until it has actually been obtained.

Signoffs Received

Signoff Needed	Received	Date Received	Note
Department Head	Yes	7/8/2025	Charles Dillard
Mayor's Office informed and approved memo	Choose an item.	7/9/2025	Joe Magee
Board/Commission, if required	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved contract and/or legal documents, -Identify attorney in note	Choose an item.	Click or tap to enter a date.	Kim Sturtevant
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CAO has reviewed budget, financing, and memo	Choose an item.	Click or tap to enter a date.	Katherine Schad
Human Resources, if personnel action -Identify HR Manager in note	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if an IT-related investment/purchase	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.

Materials Included

	Included?	Note
Final Memo Attached?	Yes	Click or tap here to enter text.
Contract Attached, if applicable?	Choose an item.	Click or tap here to enter text.
Additional Materials, if necessary	Choose an item.	Click or tap here to enter text.
Draft Resolution or Motion?	Choose an item.	Kim Sturtevant to provide ZA
If for submission to Council, are sponsors identified?	Choose an item.	Click or tap here to enter text.

CITY OF BURLINGTON

In the Year Two Thousand Twenty-Five

An Ordinance in Relation to

COMPREHENSIVE DEVELOPMENT ORDINANCE
Impact Fees
ZA-25-08

ORDINANCE 7.5

Sponsors: Planning, Planning
Commission, Ordinance Committee
Public Hearing Dates: 07/14/25
First reading: 05/19/25
Referred to: Ordinance Committee

Rules suspended and placed in all
stages of passage:
Second reading: 07/14/25
Action: adopted
Date: 07/14/25
Signed by Mayor: 07/18/25
Published: 07/23/25
Effective: 08/12/25

It is hereby Ordained by the City Council of the City of Burlington as follows:

That Appendix A-Burlington Comprehensive Development Ordinance of the Code of Ordinances of the City of Burlington be and hereby amends Article 3, Applications, Permits, and Project Review, Part 3, Impact Fees, by amending Sec. 3.3.1, Purpose, and deleting Sections 3.3.2 - 3.3.11, thereof to read as follows:

Part 3: Impact Fees

Sec. 3.3.1 Applicability Purpose

~~These regulations are enacted to enable the city to require the beneficiaries of new development to pay their proportionate share of the cost of municipal and school capital projects which benefit them, and to require them to pay for or mitigate the negative effects of development in the community. Impact Fees shall be pursuant to the Administrative Regulations adopted under Burlington's Code of Ordinance Section 21-41.~~

~~Sec. 3.3.2 Applicability~~

~~Any new development or additions to existing buildings which result in new dwelling units or in new nonresidential buildings square footage are subject to impact fees as is any change of use which results in an added impact according to Sec. 3.3.4.~~

~~Sec. 3.3.3 Exemptions and Waivers~~

~~(a) Exemptions:~~

~~— The following types of development are exempt from this Part:~~

~~— 1. additions to existing dwelling units, provided such additions are for residential purposes;~~

~~— 2. alterations to an existing use provided that such alteration occurs entirely within an existing building and within the same square footage;~~

~~— 3. land development which does not result in new building square footage (e.g. parking lots, facade renovations, signs, etc.);~~

~~— 4. additions to existing buildings for which the sole purpose is to provide additional means of egress (e.g. stair towers, elevators, etc).~~

~~— (b) School Impact Fee Exemption:~~

ORIGINAL

AN ORDINANCE

IN RELATION TO

Introduced by

Councilor _____

Read in City Council first time

_____, 20____.

Attest,

_____, Clerk.

Rules suspended, and ordinance placed in all stages of passage.

_____, 20____.

Attest,

_____, Clerk.

Read in City Council second time

_____, 20____.

Attest,

_____, Clerk.

Passed in City Council at meeting held

_____, 20____.

Attest,

_____, Clerk.

Approved _____, 20____.

_____, Mayor.

I, _____, City Clerk of the City of Burlington and Clerk of the City Council of said City, do hereby certify that the within written Ordinance has been duly published according to Law and the Charter of the City, and in compliance with said Charter this certificate is hereto attached.

And the within Ordinance was ordered published for _____ day,

namely the _____ day of _____, 20____.

Adopted _____ Published _____ Effective _____

_____, City Clerk

Distribution

I hereby certify that this Ordinance has been sent to the following department(s) on

Attest:

* * * * *

* * * * *

22 ~~That portion of impact fees attributable to school impacts shall not be required for senior citizen housing projects or for~~
23 ~~that portion of a project where certain units are reserved specifically for the elderly. Any project, or portion thereof,~~
24 ~~which meets either state or federal guidelines for elderly housing, shall be deemed a senior citizen housing project and~~
25 ~~eligible for a full or partial waiver of school impact fees.~~

26 ~~(c) Inclusionary Housing Exemption:~~

27 ~~Inclusionary housing units per Article 9: Part 1 shall be exempt from this Part.~~

28 ~~(d) Affordable Housing Waivers:~~

29 ~~Any residential project containing newly constructed units or substantially rehabilitated housing units that are affordable~~
30 ~~for households as described in subsections (1), (2) or (3) below qualifies for a waiver of impact fees for that portion of~~
31 ~~the project containing affordable housing units in excess of the minimum inclusionary housing requirements of Article~~
32 ~~9. The terms, rules, and regulations used herein shall be the same as those defined and specified in this Ordinance~~
33 ~~pertaining to Inclusionary Zoning (Article 9). For purposes of determining area median income (AMI), the income levels~~
34 ~~specified in Article 9 of this Ordinance shall be applicable.~~

35 ~~1. 25% Waiver of Fees: Twenty five percent (25%) of the fees will be waived for qualifying units in a project that~~
36 ~~initially sells for a price that is affordable for households below 90% of AMI or that initially rents for a three year period~~
37 ~~for a price (including utilities) that is affordable for households below 75% of AMI.~~

38 ~~2. 50% Waiver of Fees: Fifty percent (50%) of the fees will be waived for qualifying units in a project that meets the~~
39 ~~dual test of initial affordability and continuing affordability. For the purposes of this section, "initial affordability" would~~
40 ~~be defined as a unit that sells for a price that is affordable for households earning less than 75% of AMI or that rents for~~
41 ~~a price (including utilities) that is affordable for households earning below 65% of median. "Continuing affordability"~~
42 ~~would be defined as affordability that lasts for a period of 99 years.~~

43 ~~3. 100% Waiver of Fees: One hundred percent (100%) of the fees will be waived for qualifying units in a project that~~
44 ~~initially sells or rents for a price that is affordable for households earning less than 50% of AMI and that remains~~
45 ~~continually affordable as defined above.~~

46 ~~(e) Community Garden Waivers:~~

47 ~~— A development that creates new community gardens as defined in Article 13 of this ordinance shall be provided a~~
48 ~~waiver of the parks impact fee in an amount equivalent to the actual cost of installation of the community garden created.~~
49 ~~The value of the garden shall be supported by a tabulation of the actual cost of installing the community garden and shall~~
50 ~~be subject to review and approval by the Department of Parks & Recreation. The waiver of parks impact fees shall not~~
51 ~~exceed 100% of the parks impact fee that would otherwise be paid.~~

52 ~~To be eligible for the waiver, the community garden shall meet the following standards:~~

53 ~~1. The community garden shall be made available to residents of the property and of the surrounding area.~~

54 ~~2. It shall be located onsite in consultation with the Department of Parks & Recreation to ensure adequate solar access,~~
55 ~~visibility, and accessibility.~~

56 ~~3. It shall contain an area of at least 360 square feet (i.e. such as 18 ft X 20 ft) with at least six (6) 4 ft X 8 ft plots and~~
57 ~~2 ft wide aisles between plots. Soil testing to determine the safety of the soil for food gardening purposes shall be the~~
58 ~~responsibility of the applicant (or property owner if different). Where soils are found to be unsafe for food gardening~~
59 ~~purposes, the community garden plots shall be in the form of raised beds with imported soil safe for food gardening use.~~
60 ~~Results of soil testing shall be subject to review by the Department of Parks & Recreation.~~

ORIGINAL

AN ORDINANCE
IN RELATION TO

Introduced by

Councilor _____

Read in City Council first time

_____, 20____.

Attest,

_____, Clerk.

Rules suspended, and ordinance placed in all stages of
passage.

_____, 20____.

Attest,

_____, Clerk.

Read in City Council second time

_____, 20____.

Attest,

_____, Clerk.

Passed in City Council at meeting held

_____, 20____.

Attest,

_____, Clerk.

Approved _____

_____, 20____.

_____, Mayor.

I, _____, City Clerk of the City of Burlington
and Clerk of the City Council of said City, do hereby certify that the within written Ordinance has
been duly published according to Law and the Charter of the City, and in compliance with said
Charter this certificate is hereto attached.

And the within Ordinance was ordered published for _____ day,

namely the _____ day of _____, 20____.

Adopted _____ Published _____ Effective _____
_____, City Clerk

Distribution

I hereby certify that this Ordinance has
been sent to the following department(s)
on _____

Attest:

* * * * *

* * * * *

61 ~~4. It shall either be managed as a neighborhood garden by the Burlington Area Community Gardens program operated~~
62 ~~by the Department of Parks & Recreation or privately managed to the same operating standards as a neighborhood~~
63 ~~garden. If privately managed, all maintenance and repair costs shall be the responsibility of the applicant (or property~~
64 ~~owner if different). The community garden shall be managed as such for the duration of the approved development.~~

65 ~~5. It shall be created within an area of the city consistent with the express goals and strategic plans of the Department~~
66 ~~of Parks & Recreation. The Department of Parks & Recreation may reject creation of a new community garden and~~
67 ~~require payment of the full impact fee if the development is located in an area of the city that is already adequately served~~
68 ~~by community gardens.~~

69 ~~6. The completed community gardens shall be guaranteed for a period of five (5) years following their completion.~~
70 ~~All repairs and maintenance of the community gardens within this period shall be at the cost of the applicant (or property~~
71 ~~owner if different).~~

72 ***Sec. 3.3.4 Offsite Improvements***

73 ~~In categories for which impact fees have been charged, no exactions for construction of offsite public facilities will be~~
74 ~~required as a condition for a zoning permit except for water distribution lines, sewer connection lines and stormwater~~
75 ~~improvements, and street and sidewalk infrastructure that are essential to the development of the project.~~

76 ~~For the purposes of this section, "offsite" public facilities are defined as those facilities which are not on or immediately~~
77 ~~adjacent to the private land proposed for development.~~

78 ***Sec. 3.3.5 Calculation of Impact Fee***

79 ~~The amount of impacts fees shall be as set forth in the Impact Fee Administrative Regulations as established by resolution~~
80 ~~of the city council. There shall be an automatic annual increase to the impact fee schedule reflected in the Impact Fee~~
81 ~~Administrative Regulations every July 1 equivalent to 100% of the annual change in the Consumer Price Index (CPI).~~

82 ~~Impact fees are calculated on the total gross square footage of the principal use of a building, including accessory uses.~~
83 ~~In the event there is more than one principal use within a building, impact fees will be calculated separately for each~~
84 ~~principal use and associated accessory uses, with common space computed on a pro-rata basis.~~

85 ***Sec. 3.3.6 Effect of Project Change on Impact Fees***

86 ~~If a proposed development is substantially modified in terms of square footage, a request for an adjustment to the impact~~
87 ~~fee may be made by filing a zoning permit application subject to the applicable filing fees. Any adjustment, if approved,~~
88 ~~is subject to the Impact Fee Administrative Regulations in effect at time of the subsequent approval. Any change which~~
89 ~~increases a project size or impact shall require a new zoning permit and an accompanying adjustment to the impact fee~~
90 ~~amount.~~

91 ~~For a change of use where there is an increased impact, the impact fee will be the difference in the amount for the specific~~
92 ~~uses as listed in the Impact Fee Administrative Regulations. If there is no change in use and no increase in square footage~~
93 ~~for that use, the impact fee would be \$0.~~

94 ***Sec. 3.3.7 Demolition or Change to Existing Building***

95 ~~No impact fee rebates shall be assessed for the demolition of an existing building, a reduction in size of an existing~~
96 ~~building, or a change in the use of an existing building. There are no rebates if one decides to reduce the use of (or is~~
97 ~~unable to use) one's property for any reason.~~

98 ***Sec. 3.3.8 Time and Place of Payment***

ORIGINAL

AN ORDINANCE
IN RELATION TO

Introduced by

Councilor _____

Read in City Council first time

_____, 20____.

Attest,

_____, Clerk.

Rules suspended, and ordinance placed in all stages of
passage.

_____, 20____.

Attest,

_____, Clerk.

Read in City Council second time

_____, 20____.

Attest,

_____, Clerk.

Passed in City Council at meeting held

_____, 20____.

Attest,

_____, Clerk.

Approved _____, 20____.

_____, Mayor.

I, _____, City Clerk of the City of Burlington
and Clerk of the City Council of said City, do hereby certify that the within written Ordinance has
been duly published according to Law and the Charter of the City, and in compliance with said
Charter this certificate is hereto attached.

And the within Ordinance was ordered published for _____ day,

namely the _____ day of _____, 20____.

Adopted _____ Published _____ Effective _____

_____, City Clerk

Distribution

I hereby certify that this Ordinance has
been sent to the following department(s)
on _____

Attest:

* * * * *

* * * * *

~~Impact fees must be paid to the city's chief administrative officer/ city treasurer according to the following schedule:~~

~~(a) New Buildings: Impact fees must be paid at least seven (7) days prior to occupancy of a new building or any portion thereof;~~

~~(b) Existing Buildings: Impact fees must be paid prior to issuance of a zoning permit, or if a building permit is required, within thirty (30) days of issuance of the building permit.~~

Sec. 3.3.9 Penalties for Nonpayment

~~If an impact fee is not paid, a certificate of occupancy shall be denied, a lien may be placed upon the property, and a fine of \$200 a day shall be assessed along with other court imposed penalties.~~

Sec. 3.3.10 Expenditure and Distribution of Impact Fees

~~Impact fees must be used for capital improvements to accommodate the demands created by new growth. The city's chief administrative officer/ city treasurer shall maintain records of all impact fee receipts and disbursements by category, and include a summary of same in each city Annual Report. Any expenditure of impact fees must be authorized by the city's chief administrative officer/ city treasurer.~~

~~Impact fees received will be distributed to city departments, upon authorization by the city's chief administrative officer/ city treasurer, solely for the purpose of capital projects, according to the Impact Fee Administrative Regulations.~~

~~If an impact fee is not expended on eligible capital improvements by the city within six (6) years of payment, it must be refunded to the property owner by the city's chief administrative officer/ city treasurer along with any accrued interest.~~

Sec. 3.3.11 Relationship to Other Fees

~~Impact fees do not replace other fees pertaining to development projects. All applicable permit fees, including, but not limited to, development review fees and building permit fees, must be paid prior to occupancy.~~

* Material stricken out deleted.

** Material underlined added.

Ordinances 2025/ZA-25-08 Impact Fees
Secs. 3.3.1 – 3.3.11
5-14-25

ORIGINAL

AN ORDINANCE IN RELATION TO

CDO Impact Fees ZA-25-08

Introduced by

Planning, Planning Commission,
Ordinance Committee
Read in City Council first time

May 19, 2025

Attest, Bridgette, Clerk.
Rules suspended, and ordinance placed in all stages of
passage.

Attest, _____, Clerk.

Read in City Council second time
July 14, 2025

Attest, Bridgette, Clerk.

Passed in City Council at meeting held
July 14, 2025

Attest, Bridgette, Clerk.
Approved July 18, 2025
Mayor, Mayor.

Distribution

I hereby certify that this Ordinance has
been sent to the following department(s)
on

Planning Director Dillard

Attest:
Council and Licensing Coordinator
Lori Olberg

I, DOF Kuenberger, City Clerk of the City of Burlington
and Clerk of the City Council of said City, do hereby certify that the within written Ordinance has
been duly published according to Law and the Charter of the City, and in compliance with said
Charter this certificate is hereto attached.
And the within Ordinance was ordered published for _____ day,
_____ day of _____, 2025.
Adopted 07/14/25 Published 07/23/25 Effective 08/12/25
Bridgette, DOF, City Clerk

CITY OF BURLINGTON

In the Year Two Thousand Twenty-Five

An Ordinance in Relation to

WATER RESOURCES AFFORDABLE RATE SETTING

ORDINANCE _____

Sponsor: DPW – Water Resources
Public Hearing Dates: _____

First reading: _____

Referred to: _____

Rules suspended and placed in all
stages of passage: _____

Second reading: _____

Action: _____

Date: _____

Signed by Mayor: _____

Published: _____

Effective: _____

It is hereby Ordained by the City Council of the City of Burlington as follows:

That Chapter 26, Wastewater, Stormwater, & Pollution Control, of the Code of Ordinances of the City of Burlington be and hereby is amended by amending Sec. 53 (Wastewater rates and fees; charges) thereof to read as follows:

~~(a)~~—Monthly wastewater rates and fees shall be in accordance with a schedule prescribed by the water resources division of the department of public works and approved by the city council in the city's budget or otherwise, and charges shall be categorized as follows:

~~(a1)~~ Fixed charge. Based on the size of the meter or meters.

~~a. — A fixed meter charge may be temporarily waived in accordance with policies prescribed by the water division of the department of public works and as approved by city council as part of the water resources assistance program.~~

~~(b2)~~ Volumetric charge. Based on the customer classification and the volumetric usage of wastewater upon the premises as measured by the city water meter or as estimated where appropriate by the water division of the department of public works.

And that Chapter 26, Wastewater, Stormwater, & Pollution Control, of the Code of Ordinances of the City of Burlington be and hereby is amended by amending Sec. 56 (Abatements; credits; refunds), thereof to read as follows:

~~(a) Abatements, credits, and refunds of wastewater rates, fees and charges shall be in accordance with policies prescribed by the water division of the department of public works and approved by the city council. Notwithstanding anything to the contrary in this article, abatements, credits, and refunds of wastewater water rates and fees, including, without limitation, temporary waivers of fixed charges or rate reductions or waivers based upon income, shall be in accordance with policies prescribed by the water resources division of the department of public works and approved by the city council.~~

(b) Any premises to which city water is supplied for manufacturing, commercial, or irrigation purposes, in such a manner that a substantial portion of the same is not returned to the city sewer system, shall be entitled, upon application therefore, to such abatement in the wastewater charge, as the director shall determine to be equitable under the circumstances. Any person dissatisfied with such determination by the director may apply first to the public works commission for an adjustment thereof, and thereafter to the city council whose decision shall be final.

And that Chapter 26, Wastewater, Stormwater, & Pollution Control, of the Code of Ordinances of the City of Burlington be and hereby is amended by amending Sec. 171 (Establishment of stormwater user fees), thereof to read as follows:

(a) A user fee based on an impervious surface unit (ISU) shall be imposed on every owner of non-exempt developed property within the city. An ISU shall equal one thousand (1,000) square feet.

(b) The city council shall have the authority to set and modify the user fee rates so that the total revenue generated by said charges, and any secondary sources of revenue, shall be sufficient to fund the city's stormwater program.

(c) The city council shall establish, in the city's budget or otherwise, by resolution the monthly rate for each ISU. The monthly user fee for a specific property is determined by multiplying the ISU rate times the number of ISUs on the property.

(d) The only exempt properties under this division are those included within the limits of a railroad track right-of-way (property on which railroad stations, maintenance buildings, or other developed land used for railroad purposes is located shall not be exempt) and those included within the limits of a public road right-of-way.

(e) Notwithstanding anything to the contrary in this division, abatements, credits, and refunds of stormwater user fee and charges, including, without limitation, rate reductions or waivers based upon income, shall be in accordance with policies prescribed by the water division of the department of public works and approved by the city council.

And that Chapter 31, Water, of the Code of Ordinances of the City of Burlington be and hereby is amended by amending Sec. 61 (Rates and fees; charges), thereof to read as follows:

(a) Monthly water rates and fees shall be in accordance with a schedule prescribed by the water division of the department of public works and approved by the city council in the city's budget or otherwise, and charges shall be categorized as follows:

(1) Fixed charge. Based on the size of the meter or meters.

~~a. A fixed meter charge may be temporarily waived in accordance with policies prescribed by the water division of the department of public works and as approved by city council as part of the water resources assistance program.~~

(2) Volumetric charge. Based on the customer classification and the volumetric usage of wastewater upon the premises as measured by the city water meter or as estimated where appropriate by the water division of the department of public works.

(3) Private fire protection charge. Based on the presence of private fire protection infrastructure, meaning a fire hydrant outside the right-of-way and a service line that feeds a fire protection system.

(4) Other fees and charges related to billing, and administrative and field services, including, without limitation, rates, fees and charges set by the State of Vermont.

(b) Notwithstanding anything to the contrary in this article, abatements, credits, and refunds of water rates and fees, including, without limitation, temporary waivers of fixed charges or rate reductions or waivers based upon income, shall be in accordance with policies prescribed by the water division of the department of public works and approved by the city council.

* Material stricken out deleted.

** Material underlined added.



TO: City Council

FROM: Megan Moir, DPW Division Director – Water Resources
Jessica Lavalette, Director of Finance and Administration – Water Resources

DATE: July 14, 2025

CC: Chapin Spencer, Director of Public Works

RE: FY26 Water Resources Affordability Program Enhancements: 1) Second Reading and Adoption of Ordinance Changes and 2) Adoption of Affordability Policy Updates

REQUEST

The Department of Public Works (DPW) and its Water Resources Division (WRD) asks the City Council to 1) waive and approve the second reading of ordinance updates recommended by the Transportation, Utilities and Energy Committee (TEUC) that would provide enabling legislation for a policy regarding Water Resources affordability enhancements and 2) approve updates to the Water Resources Affordability Policy.

BACKGROUND

In 2021, Burlington Water Resources Division became the first water resources utility in Vermont to establish an [affordability program for its customers](#). The development of this program came from both a desire on the part of DPW leadership as well as direction set by the [City Council in 2019](#) in response to the on-going need for water, sewer and stormwater rate increases to support investments in aging infrastructure and ongoing operational and regulatory pressures.

The primary features of this affordability program included [bill discounts](#) for the following customers:

- 1) Low-income customers with the [ability to demonstrate income](#) at or below 200% of the federal poverty limit or 50% of the HUD Median Area Income
- 2) Customers 65 years or older who attest that they would experience an economic hardship without the bill discount
- 3) Non-profit housing organizations

To date, the bill discount program has 42 low-income users and 26 seniors enrolled in the program. No non-profit housing organizations have enrolled to date.

Additional features of the program included the inclusion of funding for [rebates](#) for all customers including rebates for:

- 1) Purchase and installation of water sense fixtures
- 2) Video inspections of customers private sewer laterals

To date, the rebate program has provided 209 sewer video rebates and 20 water sense fixture rebates. Minor changes to the rebate program for FY26 (increase in rebate amount to match cost increase for sewer filming and increase the amount of water sense fixture rebate) are planned as part of the FY26 budget.

Lastly, as part of a larger rate restructuring, which included the establishment of fixed and volumetric fee structures and different rates for different types of customers, changes were implemented to support providing low-cost drinking water to lower volume residential users by creating a tiered water rate for single family, duplex and triplex properties. Water usage at or below the median usage for their customer class (e.g. 400 cubic feet or 2992 gallons per month) is charged at a lower volumetric rate.

Affordability Program 2.0

At the time of the 2021 Affordability Program roll out, staff acknowledged that due to the characteristics of how water and sewer service is billed to rental properties (i.e. that most multi-unit rental properties have only one water meter and water service is generally part of rent) that there was not an easy method for providing economic relief support to the rental population of Burlington, despite the awareness that increased water resources rates would be yet another pressure on rental prices. As mentioned at the time, water resources utilities across the country have struggled with this issue with limited examples of viable solutions that would directly benefit low-income renters.

Given the additional significant rate pressures presented by the 2025 Water and Lake Bond proposals (estimated to be up to 89% over 5 years), Council directed the Water Resources Division to work on enhancements to the Affordability Program in the [resolution authorizing the ballot items](#).

As the result of that directive, staff are proposing two enhancements to the affordability program for FY26:

- 1) Addition of a stormwater fee discount for qualified [customers](#) who meet current direct assistance criteria
- 2) Creation of a new, indirect customer assistance program through a partnership with the Burlington Electric Department (BED) which allows Water Resources to directly offset the impact of increasing water resources rates for qualified low-income customers by funding credits that will appear on renter's electric bills

Currently, our understanding is that only one community in the country – Seattle Public Utilities – is using this “indirect assistance” model. This model leverages the fact that, unlike water and sewer service, rental units often have their own electric meter and the electric bill is frequently paid directly by the renter. Through this important and positive collaboration with our sister municipal utility BED, the City will be able to provide assistance to a much larger number of Burlington residents. Note, the indirect assistance program will only be for income qualified customers to align with BED's customer assistance program.

These changes will be implemented through an update to the Water Resources Bill Discount Policy (Attachment A). Additionally, changes to the Burlington Code of Ordinances Chapter 26 Wastewater and Stormwater ordinance and the Chapter 31 Water ordinance (Attachment B) are necessary to 1) allow for the discount policy to be applied to the stormwater portion of the fee and 2) allow for modifications to the wastewater and water affordability programs in the future through policy rather than ordinance change by removing reference to the specific nature of the discount provided and referring instead to “policies approved by the City Council.”

Based on the relevance of the above changes to the operation and business processes of the Water Resources utility, in the June 16, 2025 Council meeting, staff proposed that these changes be referred to the Transportation, Energy and Utilities Committee of the City Council for review. The Council voted in support of that request.

Referral to the June 24, 2025 TEUC Meeting

DPW Director Chapin Spencer and Water Resources Director of Finance and Administration Jessica Lavalette presented the proposed ordinance updates and the affordability policy update at the June 24, 2025 TEUC meeting. Recommendations from the TEUC centered mostly on increasing marketing of the program (i.e. through CVOEO) and improving collaborations (i.e. CHT) to increase enrollment. Councilor Bergman also request that the policy include reference to the authority to implement said policy. WRD agrees with both of these requests and has made the requested update to the policy (Attachment X). The TEUC unanimously approved the following motions:

1. *To recommend approval by the City Council of the proposed ordinances regarding Water Resources affordability enhancements.*
2. *To recommend approval by the City Council of the proposed policy regarding Water Resources affordability enhancements.*

Councilor Bergman moved the motions. Councilor Broderick seconded.

FINANCIAL IMPACTS

Based on our current direct bill discount program enrollment, the addition of the stormwater discount to our direct assistance program increases revenue requirements by approximately \$3,824/year.

Based on the enrollment rates in the BED assistance program, we estimate the following increase to revenue requirements annually for each of the three funds due to the indirect assistance portion of the program:

Water: \$40,814

Wastewater: \$61,314

Stormwater: \$47,676

With the addition of these two features, both direct and indirect assistance customers are estimated to receive a \$16.15/ month benefit under these programs.

Because the Water Resources Division's revenue needs are fixed based on operation and maintenance, capital and debt service costs, the provision of a bill discount to qualifying customers does result in a small increase rate impact for other customers. That said, the WRD was able to prepare a FY26 budget that remained within rate increases projected during the Water and Lake Bond outreach (15.15% previously estimated during bond outreach for FY26) while still including these important affordability updates. Without these FY26 changes, the typical (single family, 400 cubic foot/month usage) non-WRAP customer would have seen an approximate 14.17% increase in their water resources bill. With these important changes, the non-WRAP customer will instead see a 14.93% increase in their bill. This equates to an additional \$0.45/month or \$5.39/year on the water resources charges for non-WRAP customers.

PROPOSED ORDINANCE

The City's Ordinance Code contains specific language about how water, wastewater, and storm sewer services are billed to customers. The wastewater provisions contemplate the adoption of affordability programs by the City Council. To maintain consistency across ordinances governing all three utilities and among the Ordinance Code, the budget resolution, and Council-adopted policies, the City Attorney's Office has recommended that the Ordinance Code be amended to include legislation enabling City Council-adopted policies along the lines proposed. Under the proposed ordinance language, any affordability program would still require City Council approval. The goal is simply to ensure our ordinances

are consistent with one another and coherent with other City policies as well as to allow for future changes to the affordability program without having to update the ordinance directly.

TIMELINE

In order for these affordability enhancements to be in effect for usage starting in FY26 (July 1) the updated policy, at a minimum, needs to be adopted before the first bills are issued in late August for July's usage. As such, at the June 16 2025 Council meeting, staff requested and the Council supported referring the policy and ordinance updates to the TEUC for their review and recommendations at their June 24 meeting. The TEUC members were able to take up the item and with a few minor items to be addressed (see above) the TEUC recommended approval by the City Council of the proposed ordinances and the proposed policy regarding Water Resources affordability enhancements. Approval by the City Council at the July 14 meeting will allow the City to meet the 20-day newspaper publication period well before August bills (for July usage) are mailed.

MOTION

City Council:

1. To waive and approve the second reading of the proposed ordinances regarding Water Resources affordability enhancements.
2. Approve the proposed policy regarding Water Resources affordability enhancements.

Thank you for your consideration of this request.

Bill Discount Program

1. Introduction & Authority: Burlington City Ordinances (BCO) permit temporary waivers of fixed charges or rate reductions in accordance with policies prescribed by the Water Resources Division (WRD) of the Department of Public Works and as approved by City Council as part of the Water Resources Assistance Program. This policy, as enabled by BCO §§ 26-56 (a), 26-171 (e), and 31-61 (b) and as approved by City Council on _____, sets forth the rationale, parameters, eligibility, and other details of an assistance program to temporarily waive water and wastewater fixed meter charges and to provide a discounted stormwater rates for low-income and senior customers.
2. Availability
The Bill Discount Program provides Direct Assistance on the Water Resources bill for low income customers, seniors and certain nonprofit entities. This program also provides Indirect Assistance on the electric bill for low income customers who do not receive an individual water bill from the WRD.
3. Definitions:
 - i. Account Holder: An "Account Holder" is defined as either 1) a name listed on the City of Burlington's property database as the owner of record of the property to which the water/wastewater services are provided, or 2) a name that has been approved for addition to the water account as an authorized tenant or property manager per [Burlington Code of Ordinance § 31-19](#).
 - ii. Eligible Customer: An "Eligible Customer" is an individual or entity that meets the requirements as set forth in §4 (Eligibility).
 - iii. Fixed Meter Charge(s): A "Fixed Meter Charge" is defined as the water fixed charges and/or wastewater fixed charges, described in BCO §§ 26-53(a) and 31-61(a)(1), based on the size of the meter or meters and listed in the "Water and Wastewater Fixed Charge by Meter Size Schedule," as periodically updated and approved by City Council in the annual budget or otherwise.
 - iv. Stormwater Flat Fee: A "Stormwater Flat Fee" is defined as the residential stormwater user fee applicable for the account in question, described in BCO 26-171 and 26-172 (a), based on the residential property type.
 - v. Low-Income Customer: A "Low-Income Customer" is defined as an account holder already enrolled in an assistance program(s) that defines eligibility by a total gross monthly household income (adjusted for family size) to be at or below 200 percent of the Federal Poverty Guidelines as published by the U.S. Department of Health and Human Services, or 50% of the United States Department of Housing and Urban Development Area Median Income.
 - vi. Non-Profit Entity: A "Non-Profit Entity" is defined as an Account Holder whose meter(s) provides service to affordable or senior housing or shelters serving unhoused populations and unit occupants do not otherwise qualify for Direct or Indirect Assistance through this program. For entities providing affordable (as opposed to no-cost housing) such entities will be eligible provided they can document to WRD how they will pass on the benefit from participation in the Bill Discount Program to their tenants. WRD will determine, in its sole judgement, what constitutes adequate documentation that the benefit of this waiver will accrue to paying tenants.
 - vii. Senior Customer: A "Senior Customer" is defined as an account holder who is 65 years or older.
4. Description of Assistance:
 - i. Direct Assistance: A customer eligible to receive a waiver under §4 A (Eligibility) of this policy may have their monthly water and/or wastewater Fixed Meter Charge waived and 50% of their Stormwater Flat Fee waived.
 - ii. Indirect Assistance: A customer eligible to receive a waiver under §4 B (Eligibility) of this policy may have a credit applied to their monthly electric bill that is equivalent to the sum of the 5/8" fixed meter charge for water and wastewater and 50% of the Stormwater Flat Fee for a detached single family home.

5. Eligibility:

- i. To be eligible for Direct Assistance, an individual or entity must meet the following requirements:
 - i. Be the Account Holder;
 - ii. Have a water or wastewater meter that provides service to one residential unit (e.g. single family property, condo, or duplex unit with its own meter), and be able to demonstrate that they are one of the following:
 1. A Low-Income Customer, as defined in §3 (Definitions);
 2. A Senior Customer, as defined in §3 (Definitions), who attests that having to pay the Fixed Meter Charge(s) would create an economic hardship, meaning they would be unable to pay their water resources bill; or
 3. A Non-Profit Entity, as defined in §3 (Definitions).
- ii. To be eligible for Indirect Assistance, an individual must meet the following requirements:
 - i. A Low-Income Customer, as defined in §2 (Definitions);
 - ii. Be ineligible for Direct Assistance as defined under §4 Eligibility (A)(ii);
 - iii. Be a Burlington Electric Customer who takes service through BED's Residential Service ("RS" Rate) and receives a bill
 - iv. Property owner must not participate in Direct Assistance as verified by the WRD.

6. Application & Approval:

- i. Customers must complete and submit an application to WRD. The application must include specified documents to demonstrate that they are an eligible Low-Income Customer, a Senior Customer, or a Non-Profit Entity.
- ii. WRD shall either approve or deny each application received based on completion of information contained in the application and provision of all required supporting documents.
- iii. WRD shall determine if an approved application qualifies for Direct or Indirect Assistance.
- iv. Applicants will be notified by email or regular mail if their application was approved or denied and on what grounds within sixty (60) days of WRD receiving the application.
- v. Accounts approved for the program will begin having their water and/or sewer Fixed Meter Charge(s) waived on the following billing cycle after the application is approved. A notice of approved application will include the date of when the waiver will be applied to a customer's bill.
- vi. Applications shall include a statement indicating that participant information will only be released to any third party only with a customer's written consent or as may be required by law (including the Vermont Public Records Act).

7. Termination & Renewal: WRD reserves the right to immediately terminate account holder participation in this program for the following reasons:

- i. Removal of the approved account holder's name (e.g., property sale, tenant changeover);
- ii. Death of the approved account holder;
- iii. No longer qualifying for the waiver;
 - i. A customer whose water and/or wastewater Fixed Meter Charge(s) is being waived must report to WRD within thirty (30) day all changes in factors that make would make them ineligible under §4 (Eligibility
- iv. Fraudulent applications or unauthorized use of service (providing water for use at a location other than my primary residence) will result in removal from the program and additional consequences (which shall include back billing).
- v. Customer may withdraw from this program voluntarily at any time by contacting the WRD.
- vi. WRD may require customers to renew their enrollment in the Bill Discount Program by providing updated eligibility documentation no more frequently than once per year.

Policy for Temporary Waiver of Water and Wastewater Fixed Meter Charge for Low Income and Senior, and Non-Profit Affordable and Senior Housing Customers Bill Discount Program

1. Introduction & Authority: Burlington City Ordinances (BCO) permit temporary waivers of fixed charges or rate reductions a fixed meter charge to be temporarily waived in accordance with policies prescribed by the Water Resources Division (WRD) of the Department of Public Works and as approved by City Council as part of the Water Resources Assistance Program. This policy, as enabled by BCO §§ 26-56 (a), 26-171 (e), and 31-61 (b) and as approved by City Council on July 12, 2021, sets forth the rationale, parameters, eligibility, and other details of an assistance program to temporarily waive water and wastewater fixed meter charges and to provide a discounted stormwater rates for low-income and senior customers.

2. Availability

The Bill Discount Program provides Direct Assistance on the Water Resources bill for low income customers, seniors and certain nonprofit entities. This program also provides Indirect Assistance on the electric bill for low income customers who do not receive an individual water bill from the WRD.

1.3. Definitions:

- A. Account Holder: An "Account Holder" is defined as either 1) a name listed on the City of Burlington's property database as the owner of record of the property to which the water/wastewater services are provided, or 2) a name that has been approved for addition to the water account as an authorized tenant or property manager per Burlington Code of Ordinance § 31-19.
- B. Eligible Customer: An "Eligible Customer" is an individual or entity that meets the requirements as set forth in §4 (Eligibility).
- C. Fixed Meter Charge(s): A "Fixed Meter Charge" is defined as the water fixed charges and/or wastewater fixed charges, described in BCO §§ 26-53(a)(4) and 31-61(a)(1), based on the size of the meter or meters and listed in the "Water and Wastewater Fixed Charge by Meter Size Schedule," as periodically updated and approved by City Council in the annual budget or otherwise.
- D. Stormwater Flat Fee: A "Stormwater Flat Fee" is defined as the residential stormwater user fee applicable for the account in question, described in BCO 26-171 and 26-172 (a), based on the residential property type.
- E. Low-Income Customer: A "Low-Income Customer" is defined as an account holder already enrolled in an assistance program(s) that defines eligibility by a total gross monthly household income (adjusted for family size) to be at or below 200 percent of the Federal Poverty Guidelines as published by the U.S. Department of Health and Human Services, or 50% of the United States Department of Housing and Urban Development Area Median Income.
- F. Non-Profit EntityHousing Organization: A "Non-Profit ~~EntityHousing Organization~~" is defined as an Account Holder whose meter(s) provides service to affordable or senior housing living units or shelters serving unhoused populations and unit occupants do not otherwise qualify for Direct or Indirect Assistance through this program. can verify the For entities providing affordable (as opposed to no-cost housing) such entities will be eligible provided they can document to WRD how they will pass on the benefit from participation in the Bill Discount Program to their tenants. WRD will determine, in its sole judgement, what constitutes adequate documentation that the benefit of this waiver will accrue to paying tenants. ir domestic non-profit corporation status.
- G. Senior Customer: A "Senior Customer" is defined as an account holder who is 65 years or older.

2.4. Description of AssistanceFixed Meter Charge Waiver:

- A. Direct Assistance:Applicability: A customer eligible to receive a waiver under §4 A (Eligibility) of this policy may have their monthly water and/or wastewater Fixed Meter Charge waived and 50% of their Stormwater Flat Fee waived. and not applied to their monthly bill.

B. Indirect Assistance: A customer eligible to receive a waiver under §4 B (Eligibility) of this policy may have a credit applied to their monthly electric bill that is equivalent to the sum of the 5/8" fixed meter charge for water and wastewater and 50% of the Stormwater Flat Fee for a detached single family home. Temporary nature of fixed meter charge waiver: Enrollment in this program is temporary and customers having their Fixed Meter Charge waived under this policy for the durations described in §6 (Temporary Nature of Waiver and Reapplication) and can be removed as described in §7 (Termination).

5. Eligibility:

B.A. To be eligible for Direct Assistance water and/or wastewater Fixed Meter Charge(s) waiver, an individual or entity must meet the following requirements:

- i. Be the Account Holder;
- ii. Have a water or wastewater meter that provides service to one residential unit (e.g. single family property, condo, or duplex unit with its own meter), and be able to demonstrate that they are one of the following:
 1. A Low-Income Customer, as defined in §23 (Definitions);
 2. A Senior Customer, as defined in §23 (Definitions), who attests that having to pay the Fixed Meter Charge(s) would create an economic hardship, meaning they would be unable to pay their water resources bill; or
 3. A Non-Profit Housing Entity Organization, as defined in §23 (Definitions).

~~—Be able to demonstrate that they are a Low-Income Customer, a Senior Customer, or a Non-Profit Housing Entity Organization.~~

B. To be eligible for Indirect Assistance, an individual must meet the following requirements:

- i. A Low-Income Customer, as defined in §2 (Definitions);
- ii. Be ineligible for Direct Assistance as defined under §4 Eligibility (A)(ii);
- iii. Be a Burlington Electric Customer who takes service through BED's Residential Service ("RS" Rate) and receives a bill;
~~—Property owner must not participate in Direct Assistance as verified by the WRD.~~

3.6. Application & Approval:

- A. Customers must complete and submit an application to WRD. For Eligible Customers to have their water and/or wastewater Fixed Meter Charge(s) waived they must first complete and submit an application to WRD. The application must include specified any documents to demonstrate that they are an eligible Low-Income Customer, a Senior Customer, or a Non-Profit Housing Entity Organization.
 - i. ~~WRD shall develop an application reflecting the requirements and elements of this policy and shall post this on their website.~~
- B. WRD shall either approve or deny each application received based on completion of information contained in the application and provision of all required supporting documents.
- C. ~~Incomplete applications and applications not including the requisite documentation will be denied. WRD shall determine if an approved application qualifies for Direct or Indirect Assistance.~~
- D. Applicants will be notified by email or regular mail if their application was approved or denied and on what grounds within sixty (60) days of WRD receiving the application.
- E. Accounts approved for the program will begin having their water and/or sewer Fixed Meter Charge(s) waived on the following billing cycle after the application is approved. A notice of approved application will include the date of when the waiver will be applied to a customer's bill.
- F. Applications shall include a statement indicating that participant information will only be released to any third party only with a customer's written consent or as may be required by law (including the Vermont Public Records Act).

4. Temporary Nature of Waiver and Reapplication:

A. Low-Income Customers and Senior Customers may have their water and/or wastewater Fixed Meter Charge(s) waived for a period of time beginning the following billing cycle after the application is approved and ending on June 30th. A customer must submit another application to WRD in accordance

with the process described in §5 (Application & Approval) to be granted a Fixed Meter Charge(s) waiver for any time past June 30th.

- i. ~~No reapplication will be required for Low-Income Customers and Senior Customers in the first year of having the waiver applied to their account if they are approved between January 1st and June 30th of that calendar year.~~

- ~~B. Non-Profit Housing Organizations may have their water and/or wastewater Fixed Meter Charge(s) waived for a period of time up to three (3) years, beginning the following billing cycle after the application is approved and ending on June 30th of the third calendar year in which their application was approved.~~

5.7. Termination & Renewal: WRD reserves the right to immediately terminate account holder participation in this program for the following reasons:

- A. Removal of the approved account holder's name (e.g., property sale, tenant changeover);
- B. Death of the approved account holder;
- ~~C. Failure to submit another application by June 30th of each year;~~
- D.C. No longer qualifying for the waiver;
 - i. A customer whose water and/or wastewater Fixed Meter Charge(s) is being waived must report to WRD within thirty (30) day all changes in factors that make would make them ineligible under §4 (Eligibility), ~~even if the changes occur before the required recertification date.~~
- D. Fraudulent applications or unauthorized use of service (providing water for use at a location other than my primary residence) will result in removal from the program and additional consequences (which shall include back billing).
- E. Customer may withdraw from this program voluntarily at any time by contacting the WRD.
- E.F. WRD may require customers to renew their enrollment in the Bill Discount Program by providing updated eligibility documentation no more frequently than once per year.

6. Attachments:

- ~~A. Findings in support of the WRD's Policy for Temporary Waiver of Water and Wastewater Fixed Meter Charge for Low-Income and Senior, and Non-Profit Affordable and Senior Housing Customers.~~

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: DPW-Water Resources Submitter: Megan Moir/Jessica Lavalette

Title/Subject: FY26 Water Resources Affordability Program Enhancements

Approval Requested:

☐ Board of Finance

☒ City Council

☐ Both BOF and Council

Meeting Date:

[Click or tap to enter a date.](#)

7/14/2025

[Click or tap to enter a date.](#)

Instructions

1. This form must be completed by the person submitting the materials.
2. This form must be sent with the final submission of materials in advance of the meeting.
3. Do not indicate that a sign-off was received until it has actually been obtained.
4. Commission reports and presentations do not need to be reviewed by the CAO or Attorneys.
5. Name the reviewing Attorney or HR Manager in the Note column.

Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	7/7/2025	Chapin Spencer
Mayor's Office	Yes	7/9/2025	Joe Magee
Board/Commission	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and contracts or legal documents	Yes	7/8/2025	Erik Ramakrishnan
City Attorney's Office for memo and motion(s) or resolution(s)	Choose an item.	7/8/2025	Erik Ramakrishnan
CAO for budget, financing, and memo	Choose an item.	7/9/2025	Brad Kukenberger
Human Resources, if personnel action or policy	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.

CITY OF BURLINGTON

In the Year Two Thousand Twenty-Five

An Ordinance in Relation to

WATER RESOURCES AFFORDABLE RATE SETTING

ORDINANCE 7.6

Sponsor: DPW – Water Resources
Public Hearing Dates: _____

First reading: 06/16/25

Referred to: TEUC

Rules suspended and placed in all
stages of passage: _____

Second reading: 07/14/25

Action: adopted

Date: 07/14/25

Signed by Mayor: 07/18/25

Published: 07/23/25

Effective: 08/12/25

It is hereby Ordained by the City Council of the City of Burlington as follows:

That Chapter 26, Wastewater, Stormwater, & Pollution Control, of the Code of Ordinances of the City of Burlington be and hereby is amended by amending Sec. 53 (Wastewater rates and fees; charges) thereof to read as follows:

~~(a)~~—Monthly wastewater rates and fees shall be in accordance with a schedule prescribed by the water resources division of the department of public works and approved by the city council in the city's budget or otherwise, and charges shall be categorized as follows:

~~(a1)~~ Fixed charge. Based on the size of the meter or meters.

~~a. — A fixed meter charge may be temporarily waived in accordance with policies prescribed by the water division of the department of public works and as approved by city council as part of the water resources assistance program.~~

~~(b2)~~ Volumetric charge. Based on the customer classification and the volumetric usage of wastewater upon the premises as measured by the city water meter or as estimated where appropriate by the water division of the department of public works.

And that Chapter 26, Wastewater, Stormwater, & Pollution Control, of the Code of Ordinances of the City of Burlington be and hereby is amended by amending Sec. 56 (Abatements; credits; refunds), thereof to read as follows:

~~(a) Abatements, credits, and refunds of wastewater rates, fees and charges shall be in accordance with policies prescribed by the water division of the department of public works and approved by the city council. Notwithstanding anything to the contrary in this article, abatements, credits, and refunds of wastewater water rates and fees, including, without limitation, temporary waivers of fixed charges or rate reductions or waivers based upon income, shall be in accordance with policies prescribed by the water resources division of the department of public works and approved by the city council.~~

ORIGINAL

AN ORDINANCE
IN RELATION TO

Introduced by

Councilor _____

Read in City Council first time

_____, 20____.

Attest,

_____, Clerk.

Rules suspended, and ordinance placed in all stages of
passage.

_____, 20____.

Attest,

_____, Clerk.

Read in City Council second time

_____, 20____.

Attest,

_____, Clerk.

Passed in City Council at meeting held

_____, 20____.

Attest,

_____, Clerk.

Approved _____, 20____.

_____, Mayor.

I, _____, City Clerk of the City of Burlington
and Clerk of the City Council of said City, do hereby certify that the within written Ordinance has
been duly published according to Law and the Charter of the City, and in compliance with said
Charter this certificate is hereto attached.

And the within Ordinance was ordered published for _____ day,
namely the _____ day of _____, 20____.

Adopted _____ Published _____ Effective _____
_____, City Clerk

Attest:

Distribution

I hereby certify that this Ordinance has
been sent to the following department(s)
on _____

* * * * *

* * * * *

(b) Any premises to which city water is supplied for manufacturing, commercial, or irrigation purposes, in such a manner that a substantial portion of the same is not returned to the city sewer system, shall be entitled, upon application therefore, to such abatement in the wastewater charge, as the director shall determine to be equitable under the circumstances. Any person dissatisfied with such determination by the director may apply first to the public works commission for an adjustment thereof, and thereafter to the city council whose decision shall be final.

And that Chapter 26, Wastewater, Stormwater, & Pollution Control, of the Code of Ordinances of the City of Burlington be and hereby is amended by amending Sec. 171 (Establishment of stormwater user fees), thereof to read as follows:

(a) A user fee based on an impervious surface unit (ISU) shall be imposed on every owner of non-exempt developed property within the city. An ISU shall equal one thousand (1,000) square feet.

(b) The city council shall have the authority to set and modify the user fee rates so that the total revenue generated by said charges, and any secondary sources of revenue, shall be sufficient to fund the city's stormwater program.

(c) The city council shall establish, in the city's budget or otherwise, by resolution the monthly rate for each ISU. The monthly user fee for a specific property is determined by multiplying the ISU rate times the number of ISUs on the property.

(d) The only exempt properties under this division are those included within the limits of a railroad track right-of-way (property on which railroad stations, maintenance buildings, or other developed land used for railroad purposes is located shall not be exempt) and those included within the limits of a public road right-of-way.

(e) Notwithstanding anything to the contrary in this division, abatements, credits, and refunds of stormwater user fee and charges, including, without limitation, rate reductions or waivers based upon income, shall be in accordance with policies prescribed by the water division of the department of public works and approved by the city council.

And that Chapter 31, Water, of the Code of Ordinances of the City of Burlington be and hereby is amended by amending Sec. 61 (Rates and fees; charges), thereof to read as follows:

ORIGINAL

AN ORDINANCE
IN RELATION TO

Introduced by

Councilor

Read in City Council first time

Attest,

Rules suspended, and ordinance placed in all stages of
passage.

Attest,

Read in City Council second time

Attest,

Passed in City Council at meeting held

Attest,

Approved

, Mayor.

I, _____, City Clerk of the City of Burlington
and Clerk of the City Council of said City, do hereby certify that the within written Ordinance has
been duly published according to Law and the Charter of the City, and in compliance with said
Charter this certificate is hereto attached.

And the within Ordinance was ordered published for _____ day,

namely the _____ day of _____, 20 _____.

Adopted _____ Published _____ Effective _____

_____, City Clerk

Distribution

I hereby certify that this Ordinance has
been sent to the following department(s)
on _____

Attest:

* * * * *

* * * * *

(a) Monthly water rates and fees shall be in accordance with a schedule prescribed by the water division of the department of public works and approved by the city council in the city's budget or otherwise, and charges shall be categorized as follows:

(1) Fixed charge. Based on the size of the meter or meters.

~~a. — A fixed meter charge may be temporarily waived in accordance with policies prescribed by the water division of the department of public works and as approved by city council as part of the water resources assistance program.~~

(2) Volumetric charge. Based on the customer classification and the volumetric usage of wastewater upon the premises as measured by the city water meter or as estimated where appropriate by the water division of the department of public works.

(3) Private fire protection charge. Based on the presence of private fire protection infrastructure, meaning a fire hydrant outside the right-of-way and a service line that feeds a fire protection system.

(4) Other fees and charges related to billing, and administrative and field services, including, without limitation, rates, fees and charges set by the State of Vermont.

(b) Notwithstanding anything to the contrary in this article, abatements, credits, and refunds of water rates and fees, including, without limitation, temporary waivers of fixed charges or rate reductions or waivers based upon income, shall be in accordance with policies prescribed by the water division of the department of public works and approved by the city council.

* Material stricken out deleted.

** Material underlined added.

ORIGINAL

AN ORDINANCE IN RELATION TO

Water Resources Affordable Rate Setting

Introduced by

Qqytrqllot/ DPW-Water Resources

Rzedm City Council first time

June 16 —, 20 25

Attest

Bary Vly, Clerk.

Rules suspended, and ordinance placed in all stages of

—, 20 —

Attest

—, Clerk.

Read in City Council second time

July 14 —, 20 25

Attest

Bary Vly, Clerk.

Passed in City Council at meeting held

July 14 —, 20 25

Attest

Bary Vly, Clerk.

Approved

July 18, 20 25

Bary Vly, Mayor.

Distribution

I hereby certify that this Ordinance has
been sent to the following department(s)
on

DPW Water Resources Director Moir

Attest:

Lori Olberg

Council and Licensing Coordinator

I, DOF Kuckenberger, City Clerk of the City of Burlington
and Clerk of the City Council of said City, do hereby certify that the within written Ordinance has
been duly published according to Law and the Charter of the City, and in compliance with said
Charter this certificate is hereto attached.

And the within Ordinance was ordered published for Wednesday day,
namely the 23rd day of July, 20 25.

Adopted 07/14/25 Published 07/23/25 Effective 08/12/25

Bary Vly, DOF

Bary Vly

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: REIB Submitter: Christian Berry

Title/Subject: REIB Charter Change Memo

Approval Requested:

- ☐ Board of Finance
☒ City Council
☐ Both BOF and Council

Meeting Date:

Click or tap to enter a date.

7/14/2025

Click or tap to enter a date.

Instructions

1. This form must be completed by the person submitting the materials.
2. This form must be sent with the final submission of materials in advance of the meeting.
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4. Commission reports and presentations do not need to be reviewed by the CAO or Attorneys.
5. Name the reviewing Attorney or HR Manager in the Note column.

Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	7/8/2025	Christian Berry
Mayor's Office	Yes	7/9/2025	Joe Magee
Board/Commission	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and contracts or legal documents	Yes	7/9/2025	Emmett Wood
City Attorney's Office for memo and motion(s) or resolution(s)	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CAO for budget, financing, and memo	Yes	7/9/2025	Bradley Kukenberger
Human Resources, if personnel action or policy	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.



Office of Racial Equity, Inclusion, and Belonging (REIB)

Date: July 9, 2015

To: Burlington City Council

From: Christian Berry, Interim Director

Re: Recommended Action: Motion to Refer the REIB Proposed Charter Language to the Charter Change Committee

Introduction

This memo proposes the formal addition of the Office of Racial Equity, Inclusion, and Belonging (REIB) to Burlington's City Charter and recommends City Council refer the proposed REIB Charter Language to the Charter Change Committee for further action.

Establishing the REIB Office within the city's charter signifies a commitment to advancing racial equity and social justice throughout our city. This initiative aligns with our ongoing efforts to create a more inclusive community, and it addresses systemic inequities that have historically affected the most underrepresented, underserved, and marginalized members of our community.

History of Racial Equity and Social Justice Work in City Governance

The City of Burlington has taken significant strides towards racial equity and social justice since the early 2000s. In 2000, the City Council adopted the Legacy Action Plan, outlining a vision for improving the city's economic, environmental, social, and cultural health for future generations. This plan initially overlooked the urgent need to assess and address systemic barriers related to diversity and racial equity, which were incorporated into the plan in 2010.

In 2011, under the direction of the Social Equity Director, Wanda Hines, a Unity Retreat convened over 50 stakeholders to identify structural barriers and emphasize the necessity of a coordinated, city-supported plan to advance racial equity. This work laid the foundation for future initiatives. A resolution to create a Diversity, Equity, and Inclusion committee was passed by the City Council in 2012 and by late 2013, the city enlisted the Vermont Partnership for Fairness and Diversity to develop a strategic plan addressing racial and ethnic disparities. This plan was adopted in 2014 with the goal of embedding inclusion, equity, and justice into city operations.

In response to identified gaps in Burlington's approach to addressing racial and social disparities, the Office of Racial Equity, Inclusion, and Belonging (REIB) was established in 2019. This formal launch created a centralized structure to lead internal systems change efforts and public-facing equity initiatives throughout the city. Tyeastia Green was appointed as the City's first Director of Racial Equity, Inclusion, and Belonging in 2020.

Office of Racial Equity, Inclusion, and Belonging

Initially, the City of Burlington's efforts to address racial equity were often reactive rather than proactive, leading to a fragmented approach to social justice. Establishing a dedicated Office of Racial Equity, Inclusion, and Belonging provided a centralized focus for racial equity and social justice-based efforts and initiatives, ensuring ongoing attention to issues faced by the most underrepresented, underserved, and marginalized members of our community.



Since its establishment in 2019, the Office of Racial Equity, Inclusion, and Belonging (REIB) has emerged as a key driver of systemic equity efforts throughout city governance. The office's work is now integrated into internal policies, public engagement initiatives, budget planning, education and training, and service delivery. In response to community needs and organizational gaps, the REIB's strategic and operational responsibilities have expanded. The REIB continues to be relied upon to lead and support equity-based initiatives across departments and within city policies.

Currently, the need for a formal REIB Office is more urgent than ever. National conversations surrounding racial inequality and ongoing attacks on human rights reveal the systemic injustices faced not only by racial and ethnic groups, but also by various underrepresented, underserved, and marginalized groups, including those impacted by socioeconomic status, gender identity, sexual orientation, disability, religion, and other factors that result in disparate treatment.

The focus on inclusion and belonging emphasizes the importance of creating a community where everyone feels safe, valued, and supported, irrespective of their backgrounds or experiences. An official Office of Racial Equity, Inclusion, and Belonging would ensure that racial equity and social justice considerations are integral to all city policies and programs, rather than an afterthought.

Justification for Including the Office of Racial Equity, Inclusion, and Belonging and REIB Director position in Burlington's City Charter

Institutionalizing the Office of Racial Equity, Inclusion, and Belonging within Burlington's City Charter offers numerous benefits for future governance. By embedding the REIB Office in the Charter, the city demonstrates an unwavering commitment to prioritizing racial equity and social justice in all aspects of governance and community development. This institutionalization creates a mechanism for long-term accountability, ensuring that city officials and employees remain responsible for promoting equity and belonging in both policy decisions and program implementations.

Furthermore, a chartered REIB Office facilitates a centralized, coordinated approach to equity-based initiatives, effectively breaking down silos between departments while ensuring comprehensive strategies that address systemic inequities. It also allows for dedicated funding and resources, thereby enabling the sustainable development of programs that cater to the needs of the most underrepresented, underserved, and marginalized members of our community. This formal commitment fosters greater public trust and engagement, as community members will feel more included in the decision-making processes knowing there is an office specifically dedicated to their concerns.

With the REIB Office enshrined in the City Charter, considerations of racial equity would be systematically integrated into all city policies, programs, practices, and services, promoting a culture of inclusion throughout municipal governance. The REIB can conduct regular assessments, collect data, and provide ongoing training regarding racial equity, leading to better-informed decision-making by city officials. Moreover, its establishment encourages community engagement and empowerment, creating a platform where voices from various backgrounds can be heard, leading to more impactful initiatives.



Additionally, the REIB can set measurable goals and benchmarks for achieving racial equity, allowing the city to track progress over time and make necessary adjustments to strategies. Ultimately, embedding the REIB Office within the City Charter serves to facilitate a cultural shift towards inclusivity, supporting a broader societal change that values diversity and belonging. In summary, institutionalizing the REIB Office would create a robust framework for addressing systemic issues, contributing to a more equitable and inclusive Burlington for everyone.

Request:

Establishing the Office of Racial Equity, Inclusion, and Belonging within Burlington's City Charter is a vital step towards fostering an inclusive and equitable community. This formal recognition will ensure that our commitment to racial equity, inclusion, and belonging is embedded in the governance of our city, paving the way for systemic change and accountability. Adding the Office of Racial Equity, Inclusion, and Belonging to Burlington's City Charter is a crucial step toward reinforcing our commitment to equity and justice.

Proposed Motion: "To waive the first reading of the proposed Charter Change and forward the language to the Charter Change Committee for further deliberation subject to review and approval of the City Attorney's Office."



Office of Racial Equity, Inclusion, and Belonging (REIB) Charter Language

The City of Burlington shall form an Office of Racial Equity, Inclusion and Belonging and establish a Director of Racial Equity Inclusion and Belonging.

The REIB Director role shall be a permanent position in the City appointed by the Mayor and confirmed by the City Council.

1. The REIB Office shall be under supervision, direction and control of director subject to the orders and ordinances of city council
2. The office of racial equity, inclusion, and belonging administrative officer shall have all of the powers, duties, and responsibilities as are provided in the racial equity, inclusion, and belonging director position description.

Subject to the orders and ordinances of the City Council, the Mayor and REIB director shall develop and implement a comprehensive racial equity, inclusion, and belonging strategy for the City of Burlington.

In furtherance of this work, the REIB director shall, subject to the orders and ordinances of the City Council, have the following rights, powers and duties, and implement such alongside all city departments:

1. To work on behalf of the City to advance equity and social justice by championing diversity, inclusion, belonging, and anti-racism;
2. To develop, coordinate, implement, and administer racial equity and inclusion strategies and projects for the City;
3. To recommend to city departments, the mayor's office, and City Council, policy and program changes to better advance racial equity and inclusion in the City;
4. To enhance representation in city government through decision-making bodies, community engagement initiatives, and policy development process for folks who hold underserved communities;
5. To coordinate and facilitate resident engagement in the City that encourages inclusive spaces for engagement with city government.

CITY OF BURLINGTON

In the Year Two Thousand Twenty-Five

ORDINANCE _____

Sponsor: Office of the City Attorney
Public Hearing Dates: _____

An Ordinance in Relation to

ESTABLISHING CITY CIRCLE
BCO Chapter 1, Section 10

First reading: _____
Referred to: _____
Rules suspended and placed in all
Stages of passage: _____
Second reading: _____
Action: _____
Date: _____
Signed by Mayor: _____
Published: _____
Effective: _____

It is hereby Ordained by the
City Council of the City of Burlington as follows:

That Chapter 1, General Provisions, of the Code of Ordinances of the City of Burlington be and is hereby amended by amending Section 10, Prosecution Where Different Penalties Exist for Same Offense; to include a new subsection regarding City Circle to read as follows:

1-10 Prosecution and City Circle.

(a) *Prosecution where different penalties exist for same offense.* In all cases where the same offense may be made punishable, or shall be created by different clauses or sections of the ordinances of the city, the city attorney may elect under which to proceed; but not more than one recovery shall be had against the same person for the same offense.

(b) City Circle. The Office of the City Attorney, in consultation with the Community Justice Center shall create a restorative justice program to address criminal ordinance violations in the city of Burlington. This program shall be referred to as the "City Circle."

(1) *Rules and Regulations.* The Community Justice Center shall consult with the City Attorney's Office to establish the rules and regulations which will govern this restorative justice program. Such rules and regulations, and any future amendments thereto, shall be subject to approval by the City Council. Once approved, the rules and regulations shall be posted on the webpage maintained by the Community Justice Center.

(2) *Citations.* A person who is found by a Law Enforcement Officer to be in violation of Burlington Code of Ordinances 21-24; 21-29; 21-30; 21-37; 21-38; 21-45; 21-46; 21-47; 21-49 or any other ordinance as deemed appropriate by the Office of the City Attorney in consultation with the Community Justice Center shall be issued both a citation informing them of the ordinance that they have violated as well as a citation informing them that they must report to the next meeting of the City Circle. The City Circle citation is to include the time and place in which the City Circle is to occur.

(3) *Meetings.* City Circle Meetings shall be held on a weekly basis at a location to be determined by the City Attorney and the Community Justice Center.

(4) *Failure to attend.* If an individual fails to attend their City Circle meeting as scheduled, the case will be forwarded to the Superior Court, and the individual will be expected to appear for an arraignment on a misdemeanor violation of city ordinance. If the individual fails to appear at Superior Court, the assigned Assistant City Attorney may request a warrant.

* Material stricken out deleted.

** Material underlined added.

EW/Ordinances 2025/City Circle/BCO Ch. 1, Subsection 10

Sec. 1-10

7/9/2025

JESSICA C. BROWN, ESQ.
City Attorney
KIMBERLEE J. STURTEVANT, ESQ.
ACA, Director of Litigation
HAYLEY I. McCLENAHAN, ESQ.
Assistant City Attorney
ERIK RAMAKRISHNAN, ESQ.
ACA, Director of Gen. Gov't
& Transactional Servs.
EMMETT WOOD, ESQ.
Assistant City Attorney



149 Church Street
Burlington, VT 05401-8489
Phone: (802) 865-7121
Fax: (802) 865-7123
TTY: (802) 865-7142

CITY OF BURLINGTON, VERMONT
OFFICE OF
THE CITY ATTORNEY
AND
CORPORATION COUNSEL

Date: 7/9/25
To: Burlington City Council
From: Emmett Wood, Assistant City Attorney
Re: The Proposed City Circle Ordinance

Introduction:

Historically, the City Attorney's Office has been responsible for prosecuting both civil and criminal ordinance violations. The office significantly scaled back its prosecutorial duties in the last decade as the result of both City directives and consistent staffing issues. Despite this internal change in prosecutorial process, the office is still empowered to act on these duties through both Statute and the City Charter.

In more recent years, stakeholders in the City of Burlington have been contemplating the best ways to address the perceived disconnect between the importance of a municipal violation and the priorities of those who are most often engaging with the ordinance violation process. The City Attorney's Office is now proposing an ordinance which would change the process by which the City engages with individuals who stand accused of having caused harm in their community by violating city ordinances. This proposed ordinance is an update in prosecutorial process which would introduce the concept of a "City Circle," a rapid restorative response to undesirable and harmful behavior in Burlington.

Legal Authority

State Law:

Municipal and County Government is addressed in Title 24 of the Vermont Statutes. Specifically, 24 VSA § 1974 (a)(1) dictates that the violation of a criminal ordinance adopted by a municipality shall be

considered a misdemeanor. Further, prosecutions of such criminal municipal violations are to be brought before the Court by a municipal attorney, or a designee of the municipality's legislative body.

City Law:

Article 21 of the City Charter empowers the City Council to establish penalties for ordinance violations. “The violation of an ordinance, regulation or by-law adopted by the city, including, without limitation, zoning and subdivision by-laws adopted pursuant to chapter [117](#) of Title [24](#) of the Vermont Statutes Annotated, as the same may be amended from time to time, may be prosecuted as a criminal or civil action.

Request: As the result of continued conversation and collaboration among stakeholders throughout the City, the City Attorney’s office has worked with the Community Justice Center to propose a City Circle pilot program. This program is intended to encourage a restorative response to ordinance violations within the City and to provide vulnerable individuals with resources to attempt to solve the underlying issues leading to repeated violations. However, the program also provides for traditional criminal misdemeanor prosecution, to be heard in Superior Court, if individuals choose not to engage with the restorative process. In order to continue the process of collaboration on and implementation of this program, the Office of the City Attorney respectfully requests that the City Council waive the first reading of the City Circle Ordinance and refer it to the ordinance committee.

Proposed Motion: “To waive the first reading of the proposed City Circle ordinance and refer it to the Ordinance Committee for review.”

CITY OF BURLINGTON

ORDINANCE _____

Sponsor: Parks, Arts & Culture
Committee (PACC)
Public Hearing Dates: _____

In the Year Two Thousand Twenty-Five

An Ordinance in Relation to

An Amendment to Appendix D, Sections 2 and 5, Updating Parks
Rules and Regulations

First reading: _____
Referred to: _____
Rules suspended and placed in all
stages of passage: _____
Second reading: _____
Action: _____
Date: _____
Signed by Mayor: _____
Published: _____
Effective: _____

It is hereby Ordained by the City Council of the City of Burlington as follows:

1 That Appendix D, Rules and Regulations of the Burlington Parks and Recreation Department, of the Code of
2 Ordinances of the City of Burlington hereby is amended by amending Section 2 and Section 5, thereof to
3 read as follows:

4 | 2 Perkins Pier Marina, Waterfront Park and Community Boathouse.

5 (A) *Safety and Courtesy:*

6 (1) Motorists shall not operate any motor vehicle within the land area of Perkins Pier or Waterfront Park
7 at a speed in excess of five (5) miles per hour.

8 (2) Motorists shall park automobiles and boat trailers only in areas designated for that purpose and shall
9 ensure that said vehicles and/or trailers do not block or impede pedestrian and bicycle access along
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An Ordinance in Relation to An Amendment to Appendix D sections 2 and 5, Rules and Regulations of City Park

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(45) ~~The~~ seasonal dock or mooring agreement is not transferable and the City reserves the right to use accommodations reserved by this agreement during temporary vacancies by owner. Owner shall give the City advance notice of commencement and duration of such vacancies of 48 hours. There is no permissible subletting of the slip or mooring by vessel owner at any time or length. The vessel in the assigned slip must be registered in the vessel owner's name and align with the same name on the permit/contract.

(56) After May 1st no refunds will be given to persons choosing not to use a designated slip or mooring after having previously made payment to reserve said slip or mooring for the season. The only exception would be if the Department is able to refill the space at full value by May 15th of the same year.

(67) In no case may flame, heating elements, inflammable liquids, explosive gases or other hazardous materials or equipment be used on the vessel while it remains at the City's facilities, but the use of contained approved galley stoves, lamps, motors and other equipment shall be allowed in accordance with manufacturer guidelines.

(78) Owner expressly undertakes and agrees to hold the City harmless with respect to damage or loss to or of the vessel or its outfit, except such damage as may be conclusively attributed to the City's own negligence, and this undertaking is provided to induce the City to enter into this agreement.

(89) Season's docking permit rates shall be set annually by the Harbor Commission, subject to final approval of the City Council. Persons acquiring a larger or smaller boat during the permit period shall have their fee altered and prorated on the basis of the amount of the season left. Boats shall not tie up prior to May 15th or later than October 15th without written permission from the ~~Harbormaster~~ or Deputy Harbormaster. Season's slips remaining open after July 1 may, after due notice ~~by the Harbor Commission~~, be reclaimed and reallocated by the Harbormaster or Deputy Harbormaster ~~Commission~~.

(910) Permit holders failing to remove vessel from assigned slip by October 15 are subject to a late fee and/or towing fee set annually by the Harbor Commission.

(11) All permit holders, both seasonal and transient and their guests, are expected to conduct themselves in a respectful manner. Belligerent behavior, harassment of guests or staff or conduct disruptive to the operations of the marina will not be tolerated and are reasons for immediate removal. The Harbormaster or Deputy Harbormaster have the ability to revoke any permit, either temporary or permanent, if behavior is found to be disruptive.

(12) All boaters staying at our docks or moorings are required to provide Vessel insurance in such coverage types and amounts as recommended by the City's professional insurance consultant.

(130) ~~Additionally, rules set annually by the Parks and Recreation Commission and Harbor Commission~~ are in effect and enforceable by ordinance.

5 Park closings.

(A) Motor vehicles are prohibited at all times within the confines of City Hall Park, Champlain Street Park, Lakeside Park, Pomeroy Park, Roosevelt Park, Smalley Park and Battery Park.

(B) Motor vehicles are permitted to be driven and/or parked within the confines of Waterfront Park, Leddy Park, ~~South Calahan~~ Park, Oakledge Park, Schmanska Park, Ethan Allen Park, North Beach Park and Perkins Pier, provided that:

(1) Motor vehicles shall be excluded from the confines of Leddy Park between 11:00 p.m. and 6:00 a.m., except that motor vehicles may be driven and/or parked within the confines of Leddy Park during such time for the purpose of attending scheduled skating events at Gordon H. Paquette Municipal Arena. ~~Motor vehicles shall be excluded from Perkins Pier between the hours of 11:00 p.m. and 6:00 a.m., except that motor vehicles may be driven and/or parked within the confines of Perkins Pier if the person driving and/or parking such vehicles displays on his or her dash-board a late parking permit obtained from the attendant upon admission to the Pier.~~

(2) Motor vehicles shall be excluded from the confines of Schmanska Park, Ethan Allen Park, ~~Waterfront Park~~ and Oakledge Park between the hours of 9:30 p.m. and 6:00 a.m.

(3) Motor vehicles shall be excluded from the confines of North Beach ~~Campground Park~~, unless access and parking within the campsite area are allowed by reservation permit, between May 15 and October 14, Saturday at 6:00 a.m. on the last weekend in April and the end of Labor Day in the following manner:

(a4) Motor vehicles shall be excluded from the "beach parking lot" between May 15 and October 15 from dusk to dawn, as follows:

~~1. Between 9:30 p.m. and 9:00 a.m. or~~

~~2. Within twenty (20) minutes after the time that the lifeguard in charge shall announce that the beach is closed.~~

~~(45) Between midnight on Labor Day and 6:00 a.m. on the last Saturday of April October 15 and May 14 motor vehicles shall be excluded from the confines of North Beach Park, including the campground and the beach. between the hours of 5:00 p.m. and 7:00 a.m.~~

(56) Motor vehicles shall not be parked within the confines of any city park except in those areas properly designated and marked parking areas. Motor vehicles shall not be parked within the confines of a city park except by those using the park for recreational purposes.

(C) The Director of Parks, Recreation & Waterfront superintendent of parks or tour commander of Chief of the police department or their designee shall have the authority to close any park to vehicles and/or person on a temporary basis for the following reasons:

(1) Maintenance and/or construction.

An Ordinance in Relation to An Amendment to Appendix D sections 2 and 5, Rules and Regulations of City Park

(2) For public protection from conditions caused by weather or climate.

(3) When there is reason to believe that the closing of such park is necessary for the maintenance of order, safety and decency in such park and in those areas surrounding such park.

~~(D) The Director of Parks, Recreation & Waterfront superintendent of parks may, as authorized by the Parks Commission board of parks and recreation commissioners, allow vehicles in prohibited areas for special events occurring in such areas. Additionally, the foregoing restrictions on motor vehicles shall not apply to city vehicles or personal vehicles while being used for official City business.~~

(E) There shall be stop signs placed at the following locations within the city parks:

(1) At the Flynn Avenue exit from Oakledge Park.

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~~(4) At the entrance to Perkins Pier.~~

(F) No person shall park a motor vehicle in any parking space on Perkins Pier which is marked for boat trailers.

~~(FG)~~ *Closing hours for City Hall Park.* City Hall Park shall be closed for public use from 12:00 midnight until 6:00 a.m. on a daily basis. This park closing shall not ~~a~~effect pedestrian crossings through the park.

* Material stricken out deleted.

** Material underlined added.

em/hm/Ordinances 2025/ An Amendment to Appendix D, Sections 2 and 5 Rules and Regulations of the Burlington Parks and Recreation Department
July 14, 2025

CITY OF BURLINGTON

ORDINANCE _____

Sponsor: Parks, Arts & Culture
Committee (PACC)
Public Hearing Dates: _____

In the Year Two Thousand Twenty-Five

An Ordinance in Relation to

An Amendment to Appendix D, Sections 1 and 4, Updating Parks
Rules and Regulations

First reading: _____
Referred to: _____
Rules suspended and placed in all
stages of passage: _____
Second reading: _____
Action: _____
Date: _____
Signed by Mayor: _____
Published: _____
Effective: _____

It is hereby Ordained by the City Council of the City of Burlington as follows:

1 That Appendix D, Rules and Regulations of the Burlington Parks and Recreation Department, of the Code of
2 Ordinances of the City of Burlington hereby is amended by amending Section 2 and Section 5, thereof to
3 read as follows:

4 | 2 Perkins Pier Marina, Waterfront Park and Community Boathouse.

5 (A) *Safety and Courtesy:*

6 (1) Motorists shall not operate any motor vehicle within the land area of Perkins Pier or Waterfront Park
7 at a speed in excess of five (5) miles per hour.

8 (2) Motorists shall park automobiles and boat trailers only in areas designated for that purpose and shall
9 ensure that said vehicles and/or trailers do not block or impede pedestrian and bicycle access along
10 designated pedestrian and bicycle paths. Persons wishing to use launching facilities may do so only after
11 purchase of an appropriate ~~daily vehicle entrance ticket~~ permit or season's vehicle and trailer vehicle
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An Ordinance in Relation to An Amendment to Appendix D sections 1 and 4, Rules and Regulations of City Park

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em/hm/Ordinances 2025/ An Amendment to Appendix D, Sections 2 and 5 Rules and Regulations of the Burlington Parks and Recreation Department
July 14, 2025



To: Burlington City Council

From: Erin Moreau, Waterfront Division Director and Harbormaster

Date: July 14, 2025

Re: Proposed Update of Appendix D, Sections 2 and 5

Executive Summary:

Parks, Recreation & Waterfront request:

- Update Sections 2 and 5 in Appendix D

Background

Appendix D of the Burlington Code of Ordinances contains the rules and regulations of City Parks, Beaches and Waterfront Areas. Other areas of the Burlington Code of Ordinances impact parks; however, for this agenda item, we are focusing on Sections 2 and 5 of Appendix D. The last major revision for Section 2 was 33 years ago and 27 years for Section 5.

What is Section 2: Perkins Pier Marina, Waterfront Park and Community Boathouse.

Section 2 focuses on marina regulations at both Perkins Pier and the Community Boathouse, as well as motor vehicle access to Waterfront Park. **The reasoning behind Section 2 is to provide parameters of City and boat owner expectations for seasonal and transient dockage.**

Significant changes

- 1) Clarified language throughout Section 2 to determine what applies to Seasonal Boaters, Transient Boaters and/or both.
- 2) Updated to reflect new habits and trends in boating, specifically not allowing a slip holder to sublet their slip.
- 3) Inserted clarification on who may provide permission for seasonal and transient boating.
- 4) Added new language (#11) to clearly outline behavior expectations of all boaters and visitors to slips and moorings.
- 5) Included new requirement for all boaters to possess and maintain vessel insurance (#12).

**What is Section 5: Park closings.**

Section 5 focuses on regulations pertaining to park closings. **The reasoning behind Section 5 is to provide clarity for motor vehicle access to parks and clarify closure times and non-permitted activities.**

Significant changes

- 1) Updates the process used for permitted parking.
- 2) Clarifies the permitted season for vehicle access at North Beach Campground and Park.
- 3) Changes the beach hours again to “dawn to dusk” to remain consistent with changes in Section 4.
- 4) Changes authorization of park closures and special parking from “Park Superintendent” to Director and from “tour commander” to Chief of the Police Department.

The attached resolution shows the updates to Appendix D Sections 2 and 5. The Parks Commission approved the changes at its June 10, 2025, meeting, and the Parks, Arts, and Culture committee recommended approval and placement on the consent agenda for City Council at its June 26, 2025, meeting. Minor technical edits have since been recommended and drafted for inclusion by the City Attorney's Office.

Recommended Motion

First reading, waive the reading, suspend the rules, and place the amendment to Sections 2 and 5 of Appendix D of Burlington City Ordinances as detailed in the attached ordinance form in all stages of passage.

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: Parks Submitter: Erin Moreau

Title/Subject: Update Appendix D Sections 2 and 5

Approval Requested:

☐ Board of Finance

☒ City Council

☐ Both BOF and Council

Meeting Date:

[Click or tap to enter a date.](#)

7/14/2025

[Click or tap to enter a date.](#)

Instructions

1. This form must be completed by the person submitting the materials.
2. This form must be sent with the final submission of materials in advance of the meeting.
3. Do not indicate that a sign-off was received until it has actually been obtained.
4. Commission reports and presentations do not need to be reviewed by the CAO or Attorneys.
5. Name the reviewing Attorney or HR Manager in the Note column.

Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	6/6/2025	Erin Moreau, designee
Mayor's Office	Yes	7/7/2025	Joe Magee
Board/Commission	Yes	6/10/2025	Parks Commission
City Attorney's Office for memo and contracts or legal documents	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and motion(s) or resolution(s)	Yes	7/7/2025	Hayley McClenahan
CAO for budget, financing, and memo	Yes	7/3/2025	Katherine Schad
Human Resources, if personnel action or policy	N/A	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	N/A	Click or tap to enter a date.	Click or tap here to enter text.



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine St. Suite A
Burlington, VT 05401
802.865.7200 VOX
802.863.0466 FAX
802.863.0450 TTY

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

Lee Perry
*DIVISION DIRECTOR
DPW MIANTENANCE DIVISION*

MEMORANDUM

To: City Council

From: Chapin Spencer, Director of Public Works
Lee Perry, DPW Division Director – Maintenance Division

Date: July 14, 2025

Re: City's Residential Recycling RFPQ

Summary:

Following the direction of the City Council at it's May 19, 2025 meeting, the Department of Public Works prepared a Request for Price Quotes (RFPQ) for haulers to bid on providing residential recycling collection for the City. Staff is preparing to issue the RFPQ on July 15 and wants to update the City Council on key elements of the bid documents.

Key Elements of the RFPQ:

- **TERM: The RFPQ asks haulers to bid on a 5-year contract term in order to get the most competitive bids.** Haulers will likely need to purchase equipment to handle this new work and heavy-duty solid waste vehicles are expensive. Having a full 5 years to amortize this investment should lead to more bidders and more competitive bids, and is consistent with the Purchasing Policy, which encourages putting a service out for solicitations at least every five years. We told the Council that we were exploring a 3-5 year term, but after discussing with industry professionals and potential bidders, it became clear that it is in the City's interest to make this bidding opportunity as simple and straightforward as possible to get the most competitive bids. Additionally, we need to be realistic that with everything else going on, five years is needed to fully vet, and then establish, a fully consolidated solid waste collection system should this be the City's interest. Steps would need to include:
 - Updating / supplementing consolidated collection studies
 - Engaging the public on the topic, the pros and cons of each path and receiving the public's feedback
 - Work with the City Council to review studies and public input and get the Council to decide whether to consolidate the collection of all the solid waste streams
 - Securing any needed Charter Change for an Enterprise Fund (if necessary)
 - Securing voter approval for any borrowing (if necessary)
 - Establishing a consolidated system either through contracting or developing a municipal enterprise

- **ZONES: The RFPQ proposes one city-wide zone and seeks to procure one contractor to do the work.** We evaluated the concept of multiple zones and multiple contracts for this interim residential recycling collection period but are proposing to advance a single zone for multiple reasons.
 - First, one zone is the simplest to administer/regulate as DPW's bandwidth is stretched.
 - Second, a one-zone approach should result in more competitive bid prices as the scope is larger, and it encompasses a full week of work – making it easier for potential bidders to bid on a project that would provide full time work for hired staff. This point is important to emphasize. If we want the customers not to be impacted with this contracted service, we need the haulers to keep the same day-by-day pick-up schedule in each neighborhood in the City. There are currently 5 routes – one for each day of the week – so allowing one hauler to get all 5 routes will give them full time (M-F) work for their staff and equipment.
 - Third, no hauler has this residential recycling work currently, so no hauler would lose a chunk of existing work by awarding this recycling contract to a singular hauler. Nothing here limits the City from considering a multi-zone approach if a full consolidated collection system is implemented in the future.
- **ANNUAL REPORTING & PERFORMANCE: The City is requiring monthly written issue logs from the contracted hauler.** The logs must include 1) itemized list of missed pick-ups that are reported and 2) itemized list of any other concern or complaint reported to the hauler. Section 33 of the standard contract conditions allows us to cancel both for cause and without cause so we can terminate the contract if performance is not acceptable.

CURRENT STATUS OF CITY RECYCLING PROGRAM: Currently the Burlington Recycling program has 4 vacant positions, as the last full time recycling driver moved to a different role within the City on June 6, 2025. DPW thanks the Council for their support in approving recycling premium pay, and \$2,000 hiring bonuses, but the hiring bonus has failed to produce qualified applicants for recycling. Since the addition of the hiring bonus, DPW has received one (1) applicant for the recycling driver position, and unfortunately, they were not hired. This leaves DPW needing to send 3-4 Street Maintenance employees recycling on a daily basis and is prohibiting Street Maintenance from completing revenue work on a timely basis as crews are spread thin as we prioritize between routine maintenance in the right of way and needs from other departments.

Next Steps:

- Mid-August: Deadline for bid responses
- Late August: Update TEUC on bid responses
- September: Seek Council authorization to execute a contract with the winning bidder, re-bid or decide to keep the recycling collection in-house

Please don't hesitate to reach out with any questions or requests for additional information (cspencer@burlingtonvt.gov or lperry@burlingtonvt.gov). Thank you.

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: Public Works Submitter: Lee Perry

Title/Subject: City's Residential Recycling RFPQ

Approval Requested:

- ☐ Board of Finance
☒ City Council
☐ Both BOF and Council

Meeting Date:

[Click or tap to enter a date.](#)

7/14/2025

[Click or tap to enter a date.](#)

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Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	7/8/2025	Reviewed and approved by Chapin Spencer
Mayor's Office	Yes	7/9/2025	Reviewed and approved by Joe Magee.
Board/Commission	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
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City Attorney's Office for memo and motion(s) or resolution(s)	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CAO for budget, financing, and memo	Yes	7/10/2025	Reviewed and approved by Brad Kukenberger
Human Resources, if personnel action or policy	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.