

**Ordinance Committee**  
**Friday, December 5, 2025**  
**Bushor Conference Room Conference Room**  
**or Remote via Zoom. Burlington, Vermont**  
**DRAFT MINUTES**

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

**Staff Present:** Kim Sturtevant (Assistant City Attorney), Erik Ramakrishnan (Assistant City Attorney), Bill Ward (Director of DPI), Sarah Morgan (Planning), Jackie Esperti (Director of Parking Services)

**Public Present:** Sharon Bushor

Meeting called to order at 2:01 PM.

**1. Adopt the Agenda**  
**1.1 Adopt the Agenda**

*Motion to Adopt Agenda.*

*Motion by Councilor Kane, Seconded by Councilor Carpenter.*

*Final Resolution: Motion Passes*

*Yes: Unanimous*

**2. Adopt Draft Minutes**  
**2.1 Adopt Draft Minutes from November 7<sup>th</sup>.**

*Motion to Adopt the Draft Minutes from 11/7.*

*Motion by Councilor Kane, Seconded by Councilor Carpenter.*

*Final Resolution: Motion Passes*

*Yes: Unanimous*

**3. Public Forum**

Sharon Bushor: There are some small corrections to be made on ZA-26-01. In the SEID memo there is a reference to people not wanting to go to physical stores anymore. I don't think that's true. I don't support only building residential buildings in the SEID and there should be retail and other commercial space. I also think the City is not doing enough to support affordable housing and should update the IZ ordinance.

**4. Parking Ordinances Changes; BCO**

*Attorney Ramakrishnan and Parking Director Esperti went over the draft changes of the parking ordinance. The draft ordinance is available on CivicClerk.*

*Motion to ask City staff to draft a memo outlining the necessary ordinance changes to 20-55(g) of the BCO, and to have the Ordinance Committee sponsor the draft ordinance as written, and to refer the draft ordinance back to the full City Council with the recommendation to place the ordinance in all stages of adoption.*

*Motion by Councilor Carpenter, Seconded by Councilor Kane.*

*Final Resolution: Motion Passes*

*Yes: Unanimous*

*Motion to report back to the full City Council that the Ordinance Committee has concluded there is no need for an ordinance change to the section regarding no parking, but rather that a new departmental policy will be developed to ensure proper public notice of parking closures.*

*Motion by Councilor Bergman, without objection.*

## **5. Sidewalk Interference Ordinance; BCO Chapter 27, Art. 1**

*Attorney Ramakrishnan explained the rationale for the ordinance change to Chapter 27-21. The draft ordinance is available on CivicClerk.*

*Motion to approve the change in Chapter 27-21 that will allow all municipal employees that are authorized to issue municipal complaints to issue tickets relating to sidewalk interference.*

*Motion by Councilor Carpenter, Seconded by Councilor Kane.*

*Final Resolution: Motion Passes*

*Yes: Unanimous*

Councilor Bergman said he is fine with increasing the fine fee, but only for sidewalk interference and not for all the other violations in articles I, III, IV, and V. He continued that he would like to see smaller fees that grow each time DPI would have given warnings.

All councilors agreed that more time is needed to decide on further changes to fee amounts.

*Motion to remove the draft ordinance change that raised the lower end of the fee penalty from \$50 to \$250, to refer the draft ordinance back to the full City Council, and to keep jurisdiction over this ordinance for changes in the future.*

*Motion by Councilor Carpenter, Seconded by Councilor Kane.*

*Final Resolution: Motion Passes*

*Yes: Unanimous*

## **6. Zoning Amendment ZA-26-01 Technical Changes and Corrections**

*Sarah Morgan (Planning) gave a presentation on the draft changes in the zoning amendment. ZA-26-01 is available on CivicClerk.*

All councilors agreed to return to ZA-26-01 on December 18<sup>th</sup>.

## **7. Unlawful Entry into a Motor Vehicle Ordinance; BCO 21-25(b)**

Councilor Bergman asked the City Attorney's Office to ask BPD for more information on this issue and how the ordinance might help them.

*Motion to refer the draft ordinance back to the full City Council with a recommendation for adoption, and that the memo accompanying the ordinance contain requested information from BPD.*

*Motion by Councilor Carpenter, Seconded by Councilor Kane.*

*Final Resolution: Motion Passes*

*Yes: Unanimous*

## **8. Any Other Committee Business**

The next Ordinance Committee Meeting is on December 18<sup>th</sup>.

## **9. Adjournment**

The meeting was adjourned at 4:04 PM.