

**Ordinance Committee
Friday, February 6, 2026
Bushor Conference Room Conference Room
or Remote via Zoom. Burlington, Vermont
DRAFT MINUTES**

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

Staff Present: Kim Sturtevant (Assistant City Attorney)

Public Present: Sharon Bushor, Evan Gould, Kirsten Shapiro, Michael Monte, Jeff Nick, Aaron Mathieson, Jess Neubelt, Cindy Reid,

Meeting called to order at 2:00 PM.

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

Motion to Adopt Agenda.

Motion by Councilor Barlow, Seconded by Councilor Carpenter.

Final Resolution: Motion Passes

Yes: Unanimous

**2. Adopt Draft Minutes
2.1 Adopt Draft Minutes from January 15, 2026**

Motion to postpone the adoption of the minutes from 1/15 until the meeting on 2/19 pending corrections.

Motion by Councilor Barlow, Seconded by Councilor Carpenter.

Final Resolution: Motion Passes

Yes: Unanimous

3. Public Forum

Sharon Bushor: I am here to talk about the TDM item. I want to address the issues facing people living in affordable housing that don't have vehicles. Bus passes are not cheap. We shouldn't overly burden those that provide affordable housing, but we must also think of the residents that do not have vehicles.

4. CDO - Transportation Demand Management (TDM) as it relates to Inclusionary Zoning (IZ)

Michael Monte (Champlain Housing Trust): When this issue was brought up in 2022-2023 we said that affordable housing should be exempt. We used to have 2 staff providing services to our residents and now we have 12. We provide not only housing, but transportation, education, and

health services. Asking any more from us at this point would be very difficult. We don't have transportation demand issues with our residents and we believe we should be exempt.

Cindy Reid (Cathedral Square): Our residents are effectively TDMing themselves, given that our residents in the NNE have 0.61 vehicles per household and have very limited resources generally. We cannot take any more expenses given the services we are already providing.

Michael Monte: We usually start with a base of 0.75 spots per unit and then have less if the residents are close to downtown and public transportation or more if outside Burlington.

Charles Dillard (Planning) gave an overview of the current TDM ordinance.

Councilor Bergman suggested that the Planning staff and the affordable housing community come together to come up with a simple amendment to the ordinance.

Evan Gould (DRB): I think it could be a good idea to exempt all affordable unit and not just those in places like CHT as it would incentivize building affordable units across the board.

Sharon Bushor: I think having this ordinance change as a standalone change in March would be good rather than waiting for further TDM changes.

Motion to have the Planning Department work with the affordable housing community to draft a simple ordinance change to exempt affordable housing from the TDM requirements with the intent to move the ordinance change through the necessary commissions and committees as quickly as is practicable.

Motion by Councilor Carpenter, Seconded by Councilor Barlow.

Final Resolution: Motion Passes

Yes: Unanimous

5. CDO - planBTV Downtown Code Fences; ZA-26-02

Sarah Morgan (Planning) shared a presentation about this amendment.

Councilor Barlow said he was sympathetic to the public safety and public health issues facing building owners downtown.

Councilor Carpenter said that she dislikes chain link as it is not attractive enough for the downtown.

Sarah Morgan said that having a sunset on the chain link allowance and additional height allowance would have been very difficult to enforce.

Councilor Bergman said he is sympathetic to the public safety issue and the aesthetic issue, but wondered about postponing the decision to change the ordinance until March.

Jeff Nick said that a delay would incur more fees since the since he erected is not in compliance with the current ordinance. Councilor Bergman said that he hopes the enforcement staff would use their discretion on fines for the next few weeks.

Motion to postpone the discussion of this amendment until the first meeting in March with the request that City staff identify the number of locations that this change could effect.

Motion by Councilor Barlow, Seconded by Councilor Carpenter.

Final Resolution: Motion Passes

Yes: Unanimous

Motion to amend the agenda to switch the order of Items 6 and 7.

Motion by Councilor Bergman, without objection.

7. Private Parking Lot Terms and Rates Ordinance Public Hearing

Aaron Matheson: I am the regional manager for UPP Global and I manage private parking here in Burlington. We are already adhering to some aspects of the proposed ordinance. We have signs that say public parking and that the lot is privately owned. We have other signs by the location to pay that indicate that the parking rates are dynamic. The customer can see how much the total is before paying. We also have a large sign that has the parking contract that has all the terms.

Councilor Barlow said it would be nice to see what each UPP parking signs looks like.

6. Fuel Purchase Ordinance Public Hearing

Bill Ward (DPI) said that some fuel station owners said they would have someone here, but none of them are here tonight. He said that the fuel stations are not the ones in charge of the credit hold and it is the consumer's card company instead.

Councilor Bergman said that the committee should look at the existing signage and draft language around how to inform consumers of how much a hold might be.

8. Any Other Committee Business

9. Adjournment

Motion to adjourn.

Motion by Councilor Barlow, Seconded by Councilor Carpenter

Final Resolution: Motion Passes

Yes: Unanimous

The meeting was adjourned at 4:30 PM.