



**BURLINGTON CITY COUNCIL - LICENSE COMMITTEE**  
**BUSHOR CONFERENCE ROOM, 149 CHURCH STREET, 1ST FLOOR**  
**MINUTES OF MEETING**  
**May 13, 2026**

---

## **1. Agenda**

---

### **1. Agenda**

Chair Broderick convened the meeting at 5:46 pm.

Members present: Chair Broderick (in person); City Council President Traverse and Councilor Grant (both online)

Others present: Lori Olberg (in person); Zach Williamson and Samantha McGinnis (both online)

<b>Subject</b>	<b>1.1. Motion to adopt agenda</b>
Meeting	May 13, 2026 - City Council License Committee Meeting - Wednesday, May 13, 2026, 6:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	1. Agenda
Department	Council and Board
Type	Action Procedural

Recommended Action      Motion to adopt agenda

1.1. Motion to adopt agenda

Motion made by Councilor Grant, seconded by City Council President Traverse, to approve the agenda as presented. Motion passed unanimously.

## **2. Public Forum**

---

### **2. Public Forum**

Chair Broderick opened Public Forum at 5:46 pm.

Chair Broderick closed Public Forum at 5:46 pm.

<b>Subject</b>	<b>2.1. Verbal Comments</b>
Meeting	May 13, 2026 - City Council License Committee Meeting - Wednesday, May 13, 2026, 6:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	2. Public Forum
Department	Council and Board

Type Action  
Procedural

Recommended Action open Public Forum  
close Public Forum

2.1. Verbal Comments

### 3. Consent Agenda

---

#### 3. Consent Agenda

NONE.

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

Meeting May 13, 2026 - City Council License Committee Meeting - Wednesday, May 13, 2026, 6:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 3. Consent Agenda

Department Council and Board

Type Action (Consent)  
Procedural

Recommended Action motion to adopt the onsent agenda and take the actions indicated

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

### 4. Deliberative Agenda

---

#### 4. Deliberative Agenda

**Subject 4.1. 202 Main Street Burlington - Encumbrance Permit Application - Outdoor Seating Area - DPW**

Meeting May 13, 2026 - City Council License Committee Meeting - Wednesday, May 13, 2026, 6:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Public Works Department

Type Action

Recommended Action to approve and recommend that the City Council approve the Encumbrance Application for the address located at 202 Main Street, requesting use of a section of sidewalk located on Main Street for an outdoor seating area and to further recommend that the City Council authorize the Mayor to enter into a license agreement with the Applicant for use of the portion of the right-of-way outlined in the Application, subject to review by the City Attorney's Office

4.1. 202 Main Street Burlington - Encumbrance Permit Application - Outdoor Seating Area - DPW

DPW Alice Schwencke spoke to this agenda item.

Motion made by Councilor Grant, seconded by City Council President Traverse, to approve the motion as presented. Motion passed unanimously.

**Subject** **4.2. DEW Construction Corp. - 25 Cherry Street - License Agreement Amendment Request - DPW**

Meeting May 13, 2026 - City Council License Committee Meeting - Wednesday, May 13, 2026, 6:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Public Works Department

Type Action

Recommended Action to approve and recommend that the City Council approve the First Amendment to License Agreement between the City and DEW Construction Corp. dated November 18th 2025, in order to extend the term of the agreement through until July 3rd, 2026, granting use of the City right-of-way for construction fencing located at 25 Cherry Street; and, to authorize the Mayor to execute the First Amendment to the License Agreement with the Applicant subject to approval by the City Attorney's Office

4.2. DEW Construction Corp. - 25 Cherry Street - License Agreement Amendment Request - DPW  
DPW Alice Schwencke spoke to this agenda item.  
Motion made by Councilor Grant, seconded by City Council President Traverse, to approve the motion as presented. Motion passed unanimously.

**Subject** **4.3. 260 North Street Burlington - Encumbrance Permit Application - Outdoor Seating Area - DPW**

Meeting May 13, 2026 - City Council License Committee Meeting - Wednesday, May 13, 2026, 6:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Public Works Department

Type Action

Recommended Action to approve and recommend that the City Council approve the Encumbrance Application for the address located at 260 North Street, requesting use of a section of sidewalk located on North Winooski for an outdoor seating area and to further recommend that the City Council authorize the Mayor to enter into a license agreement with the Applicant for use of the portion of the right-of-way outlined in the Application, subject to review by the City Attorney's Office

4.3. 260 North Street Burlington - Encumbrance Permit Application - Outdoor Seating Area - DPW  
DPW Alice Schwencke spoke to this agenda item.  
Motion made by Councilor Grant, seconded by City Council President Traverse, to approve the motion as presented. Motion passed unanimously.

**Subject** **4.4. Special Event Outdoor Entertainment Permit Application (two days only): Burlington City Arts, City Hall Park, June 12 & 13, 2026, 6:00 pm - 11:30 pm, FIFA World Cup games**

Meeting May 13, 2026 - City Council License Committee Meeting - Wednesday, May 13, 2026, 6:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Department of Finance and Administration

Type Action

Recommended Action approve the two day only special event outdoor entertainment permit application for Burlington City Arts, City Hall Park, June 12 & 13, 2026, 6:00 pm - 11:30 pm, FIFA World Cup games

4.4. Special Event Outdoor Entertainment Permit Application (two days only): Burlington City Arts, City Hall Park, June 12 & 13, 2026, 6:00 pm - 11:30 pm, FIFA World Cup games  
BCA Zach Williamson spoke to this agenda item. June 12th and 13th.  
Motion made by Councilor Grant, seconded by City Council President Traverse, to approve the motion as presented. Motion passed unanimously.

**Subject 4.5. Special Event Outdoor Entertainment Permit Application (one day only): Burlington Odd Fellows, 1416 North Avenue, June 27, 2026, 12 pm - 8 pm, Outdoor Festival**

Meeting May 13, 2026 - City Council License Committee Meeting - Wednesday, May 13, 2026, 6:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Department of Finance and Administration

Type Action

Recommended Action approve the one day only Special Event Outdoor Entertainment Permit Application for Burlington Odd Fellows, 1416 North Avenue, June 27, 2026, 12 pm - 8 pm, Outdoor Festival

4.5. Special Event Outdoor Entertainment Permit Application (one day only): Burlington Odd Fellows, 1416 North Avenue, June 27, 2026, 12 pm - 8 pm, Outdoor Festival  
Motion made by Councilor Grant, seconded by City Council President Traverse, to approve the motion as presented. Motion passed unanimously.

**Subject 4.6. Umbrella Entertainment Permit Application (June 3 - 7, 2026): Flynn Center for Performing Arts, Jazzfest, various locations around the City**

Meeting May 13, 2026 - City Council License Committee Meeting - Wednesday, May 13, 2026, 6:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Department of Finance and Administration

Type Action

Recommended Action approve the Umbrella Entertainment Permit Application for Flynn Center for Performing Arts, Jazzfest, various locations around the City, June 3 - 7, 2026

