



## Public Works Commission

**Wednesday, June 17, 2026, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM**

**6:30 pm, Main Conference Room, 645 Pine St OR Remotely via ZOOM:**

**Please click the link below to join the webinar:**

<https://us02web.zoom.us/j/83495330508>

**Or Telephone: Dial US: 301-715-8592 Webinar ID: 834 9533 0508**

**Channel 17 also often livestreams this on their YouTube channel and airs it over the air at a later date.**

**Note that comments on YouTube are not monitored.**

### **1. Call to Order**

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### **2. Agenda - 5 Minutes**

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**2.1. Motion to amend/adopt agenda**

### **3. Public Forum - 3 Minutes per Person Time Limit - 10 Minutes**

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### **4. Consent Agenda**

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**4.1. Approval of Draft Minutes of May 20, 2026**

**4.2. 336 St Paul St ADA Space**

**Subject**

**4.3. Approval of Consent Agenda**

Meeting

June 17, 2026 - DPW Commission Agenda - Wednesday, June 17, 2026, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM

Category

4. Consent Agenda

Department

Public Works Department

Type

Action (Consent)

Recommended Action

Motion to Approve Consent Agenda

### **5. Great Streets Main Street Parking Updates DRAFT - 15 Minutes**

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**Subject**

**5.1. Information, M. Suender**

Meeting

June 17, 2026 - DPW Commission Agenda - Wednesday, June 17, 2026, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM

Category

5. Great Streets Main Street Parking Updates DRAFT - 15 Minutes

Department Public Works Department

Type Information

Recommended Action None

## **6. SOP Appendix C Delegated Authority Under BCO 20-23**

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**Subject 6.1. Communication, C. Cangiolosi**

Meeting June 17, 2026 - DPW Commission Agenda - Wednesday, June 17, 2026, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM

Category 6. SOP Appendix C Delegated Authority Under BCO 20-23

Department Public Works Department

Type Action

Recommended Action Motion to Approve

## **7. Director's FY-27 Goals**

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**Subject 7.1. Communication, C. Spencer**

Meeting June 17, 2026 - DPW Commission Agenda - Wednesday, June 17, 2026, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM

Category 7. Director's FY-27 Goals

Department Public Works Department

Type Action

Recommended Action Motion to Approve

## **8. Director's Report - 10 Minutes**

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**Subject 8.1. Communication, C. Spencer**

Meeting June 17, 2026 - DPW Commission Agenda - Wednesday, June 17, 2026, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM

Category 8. Director's Report - 10 Minutes

Department Public Works Department

Type Information

## **9. Commissioner Items**

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## **10. Adjournment & Next Meeting Date - July 15, 2026**

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**Subject 10.1. Motion to adjourn**

Meeting June 17, 2026 - DPW Commission Agenda - Wednesday, June 17, 2026, 6:30 PM, To Attend in Person - 645 Pine St. Main Conference Room OR REMOTELY via ZOOM

Category	10. Adjournment & Next Meeting Date - July 15, 2026
Department	Council and Board
Type	Action
Recommended Action	Motion To Approve

DEPARTMENT OF PUBLIC WORKS  
645 PINE STREET  
BURLINGTON, VERMONT 05401  
COMMISSION MEETING MAY 20, 2026  
DRAFT MINUTES

See video for full meeting – link below

Commissioners Present: Commissioner Barr, Chair Damiani, Commissioner Davis; Vice Chair Fox; Commissioner Hays; Commissioner O’Neil-Vivanco  
Commissioner Absent: Commissioner Munteanu

**ITEM 1 – CALL TO ORDER**

**Chair Damiani** called the meeting to order at 6:30 p.m.

**ITEM 2 – AGENDA**

**Commissioner Barr** made a motion to approve the agenda  
**Commissioner Hays** seconded  
Unanimous approval

**ITEM 3 – PUBLIC FORUM**

No public forum

**ITEM 4 – CONSENT AGENDA**

4.1 – Approval of Draft Minutes 3-18-26 & 4-15-26

**Commissioner Barr** made a motion to approve consent agenda  
**Commissioner Hays** seconded  
Unanimous approval

**ITEM 5 – STATE REVOLVING FUND PUBLIC HEARINGS**

Water Engineer Mike Schram  
Water Engineer Ashley Walenty  
Environmental Hearing Panelist Chloe Hulsizer

**ITEM 6 – DIRECTOR’S REPORT**

Director Chapin Spencer

**ITEM 7 – COMMISSIONER ITEMS**

Commissioner Davis asked about the tractor trailers going up Home Avenue and Flynn Avenue to Shelburne Road. Hope this stops when Parkway opens  
Director Spencer stated that yes, the tractor trailers should use the Parkway after it is open.

Commissioner O’Neil-Vivanco thanked the department for putting up the no turn on red sign at So. Union Street and Main Street. She believes the sign needs to be placed more strategically as there are cars still making the turn even though signs are there.

Commissioner Barr asked if Pine Street just south of Home Avenue is a dead-end street. Director Spencer stated that it is a cul de sac as you can go onto Southwind Drive and work your way out of the area.

Commissioner Barr also asked about the Winooski Bridge Project stating that people don’t use the crosswalk now to go across on the shared use path.

**ITEM 8 – ADJOURNMENT AND NEXT MEETING DATE JUNE 17, 2026**

Commissioner Barr made a motion to adjourn  
Commissioner O’Neil-Vivanco seconded  
Unanimous approval



# Memo

**Date:** June 17<sup>th</sup>, 2026

**To:** Public Works Commission

**From:** Christina Cangiolosi, Associate Public Works Engineer

**CC:** Madeline Suender, Public Works Engineer

**Subject:** 326 St Paul St Accessibility (ADA) Parking Space

Staff recommends the DPW Commission add:  
7A Accessible spaces designated.

*No person shall park any vehicle at any time in the following location, except automobiles displaying special handicapped license plates issued pursuant to [18 V.S.A. § 1325](#), or any amendment or renumbering thereof:*

(1)-(47) As written.

(48) ~~Reserved.~~ On the north side of Spruce Street, in the first space east of the intersection at St Paul St and Spruce St.

(49)-(173) As written.

**Purpose & Need:**

The purpose of this request is to codify the accessible (ADA) space that was installed over the winter season under the Appendix C delegated authority under BCO §20-23. The request for an ADA space came from the Champlain Housing Trust on behalf of a resident who lives at 336 St. Paul St.

**Project Checklist:**

	N/A	Yes	No	Reference
Aligns with MUTCD standards and/or established City Policy?	X			
Aligns with City plans?	X			

Followed Engagement Plan?	Public		X	These Traffic Regulation changes are defined as an INVOLVE project in the Public Engagement Plan (PEP).
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**Summary and Conclusion:**

DPW Staff reviewed the request and determined it was necessary under the Appendix C delegated authority under BCO §20-23. Traffic and Parking Services were informed of the change and appropriate signage was installed over the winter season.

**Public Outreach:**

In order to quickly accommodate this request, DPW Staff did not do public engagement prior to the signage install. Since the install, DPW Staff received no public feedback regarding this change. DPW Staff notified the Public Works Commission (PWC) in May of 2026 and are now bringing this rule change forward to codify in Appendix C.

**Attachments:**

1. Traffic Regulation Amendment

CITY OF BURLINGTON

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In the Year Two Thousand Twenty-six

A Regulation in Relation to

Rules and Regulations of the Traffic Commission—  
7A Accessible spaces designated.

It is hereby Ordained by the Public Works Commission of the City of Burlington as follows:

That Appendix C, Rule and Regulations of the Traffic Commission, 7A Accessible spaces designated of the Code of Ordinances of the City of Burlington is hereby amended as follows:

**7A Accessible spaces designated.**

*No person shall park any vehicle at any time in the following location, except automobiles displaying special handicapped license plates issued pursuant to 18 V.S.A. § 1325, or any amendment or renumbering thereof:*

(1)-(47) As written.

(48) ~~Reserved.~~ On the north side of Spruce Street, in the first space east of the intersection at St Paul St and Spruce St.

(49)-(173) As written.

\*\* Material stricken out deleted.

\*\*\* Material underlined added.

BCO Appx.C, Section 7A  
6/17/2026

Sponsor(s): <u>Public Works Commission</u> Action: _____ Date: _____ Attestation of Adoption:  _____ <i>Madeline Suender, E.I.T.</i> <i>Public Works Engineer, Technical Services</i> Published: _____ Effective: _____
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City of Burlington  
Department of Public Works

Technical Services Engineering Division  
645 Pine Street, Suite A  
Burlington, VT 05402  
P 802-863-9094 / F 802-863-0466 / TTY 802-863-0450  
[www.burlingtonvt.gov/DPW](http://www.burlingtonvt.gov/DPW)

Memorandum

Date: July 17, 2026  
To: Public Works Commission  
From: Madeline Suender, Public Works Engineer  
CC: Laura Wheelock P.E., City Engineer  
Subject: Main Street Parking Changes DRAFT

**DRAFT: Staff recommends the DPW Commission amend\*, see Attachment 1:  
7A Accessible spaces designated.**

No person shall park any vehicle at any time in the following locations, except automobiles displaying special handicapped license plates issued pursuant to 18 V.S.A. § 1325, or any amendment or renumbering thereof:

- On the south side of Main Street in the first space east of Church Street.
- On the east side of Church Street in the ~~second~~ first space south of Main Street.

**Commented [MS1]:** This was approved 5/17/23 but never enacted. No longer needed

**Commented [MS2]:** This was approved as the second space on 8/26/23. Slight edit needed.

**12-1 No parking except vehicles loading or unloading.**

No person shall park a vehicle at the following locations unless engaged in loading or unloading the vehicle:

- On the north side of Main Street in the first and second space west of the Church Street intersection from 6AM – 5PM for no more than fifteen (15) minutes.

**Commented [MS3]:** This was approved as the first space on 8/26/23. Slight edit needed.

**29 Special parking.**

No parking shall occur at the following locations unless by:

(a) Car share organizations. Valid car share organizations shall meet the following criteria: Require users to be members of the car share organization. Provide ubiquitous self-service access to all, or most, of a shared fleet of automobiles at locations not staffed by the car share service organization. Encourage short-term, local trips and discourage users from driving more than necessary. Provide its members automobile insurance that exceeds the State-mandated minimum when its members are using car share vehicles and shall assume responsibility for maintaining car share vehicles.

- On the north side of Main Street in the first space west of Saint Paul Street. On the west side of St Paul St just south of the midblock crossing.

**Commented [MS5]:** DPW/BED worked with CarShare to locate this spot which can accommodate the electrical infrastructure.

(c) Electric Vehicles.

- On the ~~south~~ north side of Main Street in the first space fourth and fifth spaces east of Church Street.

**Commented [MS6]:** This was approved 5/17/23 but never enacted. EV infrastructure had to be moved where it could be accommodated.

(d) Police vehicles.

- On the north side of Main Street at the intersection of Church Street from 5PM-6AM.
- On the north side of Main Street in the first space west of the Church Street intersection from 5PM – 6AM.
- On the east side of Church Street in the first space south of Main Street. On the south side of Main Street in the first space west of Church Street intersection from 5PM – 6AM.

**Commented [MS7]:** Changed 8/26/23 but never enacted:  
(1) On the north side of Main Street in the first space west of the Church Street intersection from 5PM – 6AM, at the intersection of Church Street, except for police vehicles.  
(2)-(7) As written.  
(8) On the east side of Church Street in the first space south of Main Street.

Slight adjustments needed.

*\*NOTE: these changes shown are with the current as published ordinances and applicable pending approved changes. Some of these were modified in 2023 but not enacted as we were waiting until after construction. Attachment 2 and 3 shows these changes as presented to the DPW Commission in 2023 with modifications highlighted.*

**Purpose & Need:**

The purpose of this request is to add/adjust time limited, police, EV and accessible parking. The need is to balance all parking uses on the street now that construction is finalizing.

**Project Checklist:**

	N/A	Yes	No	Reference
Aligns with MUTCD standards and/or established City Policy?	X			
Aligns with City plans?	X			
Followed Public Engagement Plan?		X*		These Traffic Regulation changes are defined as an INVOLVE project in the Public Engagement Plan (PEP).

\*Outreach is ongoing and any communication received will be provided at the next meeting when the official changes are requested.

**Summary and Conclusion:**

Ahead of final completion of the work on Main Street (from Battery – Union), DPW Staff is proposing the draft changes to be voted on at the 7/15/26 DPW Commission meeting. These spaces came as a result of discussions with businesses, residents, and the fire and police departments and adjustments that had to be made during construction. One example of a construction change is the EV space moving as unknown underground utilities and space constraints dictated where the charging equipment could be placed.

Due to some of this signage already being in place and the nature of these spaces (ADA, Police, EV, Loading), staff is asking that the full 21-day warning period be waived as needed to allow for these spaces to be used quickly.

**Public Engagement:**

In preparation for the 7/15/26 DPW Commission meeting, Staff emailed residents and businesses and anyone signed up for the weekly project update (~600 people). This was sent out 6/11/26 and is posted here: <https://greatstreetsbtv.com/gs-initiative/construcion-progress/>. We also will send emails to all adjacent properties to the specific parking spaces being changed. Staff will provide an update with any feedback received at the next DPW Commission meeting.

**Attachments:**

1. DRAFT Traffic Regulation Changes
2. 5/17/23 Approved Regulation Changes
3. 8/29/23 Approved Regulation Changes

**Attachment 1: DRAFT Traffic Regulation Changes**

**CITY OF BURLINGTON**

Sponsor(s): Public Works Commission

Action: \_\_\_\_\_

Date: \_\_\_\_\_

Attestation of Adoption:

\_\_\_\_\_  
*Madeline Suender, E.I.T*

*Public Works Engineer, Technical Services*

Published: \_\_\_\_\_

Effective: \_\_\_\_\_

**In the Year Two Thousand Twenty-six**

**A Regulation in Relation to**

Rules and Regulations of the Traffic Commission—

Sections:

7A Accessible spaces designated.

12-1 No parking except vehicles loading or unloading.

29 Special parking.

**It is hereby Ordained** by the Public Works Commission of the City of Burlington as follows:

That Appendix C, Rule and Regulations of the Traffic Commission, 7A Accessible spaces designated., 12-1 No parking except vehicles loading or unloading., and 29 Special parking. of the Code of Ordinances of the City of Burlington is hereby amended as follows:

**7A Accessible spaces designated.**

No person shall park any vehicle at any time in the following locations, except automobiles displaying special handicapped license plates issued pursuant to 18 V.S.A. § 1325, or any amendment or renumbering thereof:

(1)-(47) As written.

(48) ~~Reserved.~~ On the east side of Church Street, in the first space south of Main Street.

(49)-(173) As written.

**12-1 No parking except vehicles loading or unloading.**

No person shall park a vehicle at the following locations unless engaged in loading or unloading the vehicle:

(1) - (32) As written.

(33) ~~Reserved.~~ On the north side of Main Street in the first and second space west of the Church Street intersection from 6AM – 5PM for no more than fifteen (15) minutes.

(34)-(54) As written.

**29 Special parking.**

No parking shall occur at the following locations unless by:

(a) Car share organizations. Valid car share organizations shall meet the following criteria: Require users to be members of the car share organization. Provide ubiquitous self-service access to all, or most, of a shared fleet of automobiles at locations not staffed by the car share service organization. Encourage short-term, local trips and discourage users from driving more than necessary. Provide its members automobile

insurance that exceeds the State-mandated minimum when its members are using car share vehicles and shall assume responsibility for maintaining car share vehicles.

(1-6) As written.

(7) ~~On the north side of Main Street in the first space west of Saint Paul Street.~~ On the west side of St Paul St just south of the midblock crossing.

(b) As written.

(c) Electric Vehicles.

(1) On the ~~south~~ north side of Main Street in the first space ~~second and third spaces~~ east of Church Street.

(d) Police vehicles.

(1) On the south side of Main Street in the second and third spaces east of Church Street from 5PM-6AM.

(2)-(7) As written.

(8) On the north side of Main Street in the first space west of the Church Street intersection.

(9) On the south side of Main Street in the first space west of Church Street intersection from 5PM – 6AM.

/hm: BCO Appx.C, Section 7A, 12-1. 29  
7/15/2026

Attachment 2: 5/17/23 Approved Regulation Changes

**CITY OF BURLINGTON**

Sponsor(s): Public Works Commission

Action: Approved

Date: 5/17/2023

Attestation of Adoption:

\_\_\_\_\_  
*Phillip Peterson, PE*

*Public Works Engineer, Technical Services*

Published: \_\_\_\_\_

Effective: \_\_\_\_\_

**In the Year Two Thousand Twenty-three  
A Regulation in Relation to**

Rules and Regulations of the Traffic Commission—

Sections:

7 No parking areas.

7A Accessible spaces designated.

7B No stopping, standing or parking for certain purposes.

9 Fifteen-minute parking.

12-1 No parking except vehicles loading or unloading.

17 Designation of parking meter zones.

19 Parking rates.

25 Taxicab stands.

26 Motorcycle parking.

29 Special parking.

**It is hereby Ordained** by the Public Works Commission of the City of Burlington as follows:

That Appendix C, Rule and Regulations of the Traffic Commission, 7 No parking areas., 7A Accessible spaces designated., 7B No stopping, standing or parking for certain purposes., 9 Fifteen-minute parking., 12-1 No parking except vehicles loading or unloading., 17 Designation of parking meter zones., 19 Parking rates., 25 Taxicab stands., 26 Motorcycle parking., and 29 Special parking., of the Code of Ordinances of the City of Burlington is hereby amended as follows:

**7 No Parking Areas**

No person shall park any vehicle at any time in the following locations:

(1) – (277) As written.

(278) On the north side of Main Street for 30 feet west of South Union Street.

(279) – (325) As written.

(326) On the south side of Main Street, starting at South Winooski Avenue extending two hundred forty-five (245) feet east.

(327) – (416) As written.

(417) On the West Side of Church Street starting at 50 feet south of Main Street extending ~~300~~ 250 feet south.

(418) – (470) As written.

(471) North Side of Main Street for ~~the first thirty (30)~~ one hundred (100) feet east of Lake Street.

(472) – (512) As written.

(513) On the south side of Main Street starting three hundred fifty-seven (357) feet east of South Union Street extending eighty (80) feet east from 12:00 a.m. to 5:00 p.m Monday – Friday.

(514) As written

(515) On the south side of Main Street starting at South Union Street extending one hundred (100) feet east.

(516) No person shall park any vehicle from 12:00 a.m. to 7:00 a.m. and from 9:00 a.m. to 2:00 p.m. and from 4:00 p.m. to 6:00 p.m., Monday through Friday, in the following areas:

(a) On the south side of Main Street starting one hundred (100) feet east of South Union Street extending two hundred (200) feet east.

(b) On the south side of Main Street starting one hundred fifty-four (154) feet west of South Willard Street and extending two hundred forty (240) feet west.

(517) – (532) As written.

(532) On the north side of Main Street for thirty-eight (38) feet east of South Champlain Street.

(533) On the south side of Main Street for thirty-nine (39) feet east of South Champlain Street.

(534) – (581) As written.

#### **7A Accessible spaces designated.**

No person shall park any vehicle at any time in the following locations, except automobiles displaying special handicapped license plates issued pursuant to 18 V.S.A. § 1325, or any amendment or renumbering thereof:

(1) – (27) As written.

~~(28) Reserved. On the east side of Church Street, in the first space south of Main Street.~~

this is not being enacted and should be removed

(111) As written.

(112) First space on the south side of Main Street ~~just west of Battery~~ east of South Champlain Street.

(113) – (123) As written.

~~(124) The space in front of 30 Main Street. On the east side of Pine Street in the first space south of Main Street.~~

(125) – (133) As written.

(134) On the ~~north-south~~ side of Main Street, in the first space ~~beginning 100 feet west of St. Paul Street for 20 feet.~~

(135) – (152) As written.

(153) On the south side of Main Street in the ~~third~~ first space east of Church Street.

(154) – (156) As written.

(157) On the north side of Main Street in the ~~fifth~~ fourth space west of South Winooski Avenue.

(158) – (173) As written.

#### **7B No stopping, standing or parking for certain purposes.**

Stopping, standing or parking is prohibited:

(1) As written.

(2) ~~On the south side of Main Street beginning one hundred twenty (120) feet west of Church Street and extending west for twenty four (24) feet, except temporarily for the purpose of dropping off or picking up passengers. Reserved.~~

#### **9 Fifteen-minute parking.**

(a) No person shall park a vehicle longer than fifteen (15) minutes, between the hours of 8:00 a.m. and 10:00 p.m., Sundays and holidays excepted, in the following areas:

(1) – (21) As written.

(22) ~~In the three (3) parking spaces in front of the entrance to the premises at 30 Main Street. Reserved.~~

(23) – (126) As written.

(b) No person shall park any vehicle, at any time, longer than fifteen (15) minutes at the following locations:

(1) – (24) As written.

~~(25) In the second space west of South Winooski Avenue on the south side of Main Street. Reserved.~~

(26) – (34) As written.

(c) As written.

(d) No person shall park any vehicle longer than fifteen (15) minutes from 7:00 a.m. to 9:00 a.m. and from 2:00 p.m. to ~~5:00~~ 4:00 p.m., Monday through Friday in the areas designated below. Parking shall be prohibited at all other times in these locations:

(1) On the south side of Main Street starting one hundred (100) feet east of South Union Street extending two hundred (200) feet east.

(2) On the south side of Main Street starting one hundred fifty-four (154) feet west of South Willard Street extending two hundred forty (240) feet west.

(3) Reserved.

**12 No parking daytime or weekdays except by trucks loading or unloading.**

(a) No vehicle other than a truck actually engaged in loading or unloading shall, between the hours of 8:00 a.m. and 5:00 p.m., except Sunday, and for no more than thirty (30) minutes, use the following parking spaces:

~~(1) First two (2) parking spaces north of Main Street, on the west side of St. Paul Street. Reserved.~~

**12-1 No parking except for vehicles loading or unloading.**

No person shall park a vehicle at the following locations unless engaged in loading or unloading the vehicle:

(1) –(14) As written.

~~(15) A loading and unloading zone designated with a thirty (30) minute limit, located on the south side of Main Street seventy (70) feet west of Church Street for a distance of fifty (50) feet. Reserved.~~

~~(16) In the first space east of Church Street on the north side of Main Street for a maximum time limit of thirty (30) minutes. Reserved.~~

(17) – (20) As written.

~~(21) Reserved. In the second space west of South Champlain Street on the south side of Main Street from 6AM – 6PM for no more than fifteen (15) minutes.~~

(22) – (29) As written.

~~(30) Reserved. In the first space east of South Champlain Street on the south side of Main Street from 6AM – 6PM for no more than fifteen (15) minutes.~~

(34) ~~In the first space west of South Winooski Avenue on the south side of Main Street extending for thirty five (35) feet, during the hours of 8:00 a.m. and 5:00 p.m. Monday through Saturday for a maximum time limit of thirty (30) minutes. Reserved.~~

(35) As written.

(36) ~~Reserved. In the first space east of Pine Street on the north side of Main Street from 6AM – 6PM for no more than fifteen (15) minutes.~~

(37) – (40) As written.

(41) ~~Reserved. In the first and second spaces north of Main Street on the west side of St Paul Street from 6AM – 6PM for no more than fifteen (15) minutes.~~

(42) As written.

(43) ~~Reserved. In the sixth space east of Saint Paul Street on the north side of Main Street from 6AM-9PM for no more than fifteen (15) minutes.~~

(44) – (52) As written.

(53) ~~In the first space west of Church Street on the south side of Main Street for no more than fifteen (15) minutes.~~

(54) ~~In the first space south of Main Street on the west side of Church Street and extending south for a distance of fifty (50) feet, from 6AM-9PM, for no more than fifteen (15) minutes.~~

(56) ~~In the first three (3) spaces west of South Winooski Ave on the north side of Main Street, from 6AM-6PM for no more than fifteen (15) minutes.~~

(57) ~~In the first three (3) spaces west of South Winooski Ave on the south side of Main Street from 6AM-6PM for no more than fifteen (15) minutes.~~

## **17 Designation of parking meter zones.**

(a) Reserved.

(b) Thirty (30) minute zones. The following streets or portions of streets are hereby designated as thirty (30) minute parking meter zones:

(1) – (13) As written.

(14) ~~On the north side of Main Street, in the third, fourth, fifth and sixth spaces west of Church Street. Reserved.~~

(15) – (19) As written.

(20) ~~On the north side of Main Street between Church Street and North Winooski Avenue, in the parking spaces in front of 176, 188, and 206 Main Street. Reserved.~~

(21) – (25) As written.

~~(26) On the south side of Main Street in the first space west of South Champlain Street. Reserved.~~

(27)- (28) As written.

(c) - (g) As written.

### **19 Parking rates.**

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(a) – (f) As written.

(g) Main Street between Battery and Pine and Winooski and Union

(1) All designated parking meters: one dollar and fifty cents (\$1.50) per one (1) hour.

### **25 Taxicab stands.**

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The following locations are designated as taxicab stands:

(1) On the north side of Main Street, in the ~~second~~ sixth space easterly of St. Paul Street from 9PM-9AM.

~~(2) First two (2) parking spaces north of Main Street, on the west side of St. Paul Street, between the hours of 10:00 p.m. and 6:00 a.m. Reserved.~~

(2) - (8) As written.

~~(9) On the south side of Main Street seventy (70) feet west of Church Street extending 50 feet west from midnight to 6:00 a.m. Reserved.~~

(10) On the ~~east~~west side of Church Street in the first space ~~beginning fifty (50) feet~~ south of Main Street and extending south for a distance of fifty (50) ~~one hundred thirty (130)~~ feet between the hours of 9:00 p.m. midnight and 6:00 a.m.

### **26 Motorcycle parking.**

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The following locations are designated for the parking of motorcycles only:

(1) – (3) As written.

~~(4) On the east side of St. Paul Street, in the area next northerly of Main Street. Reserved.~~

(5) – (7) As written.

~~(8) On the south side of Main Street, in the first space east of Church Street. Reserved.~~

(9) ~~Southwest corner of Main Street and St. Paul Street. Reserved.~~

(10) – (19) As written.

## 29 Special parking.

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No parking shall occur at the following locations unless by:

- (a) As written.
- (b) As written.
- (c) Electric vehicles.

(1) On the south side of Main Street in the ~~second and third~~ fourth and fifth spaces east of Church Street.

(2) On the north side of Main Street in the first, second and third spaces west of Saint Paul Street ~~is reserved for use by electric vehicles only.~~

(3) On the north side of Main Street in the first and second spaces east of Church Street.

\*\* Material stricken out deleted.

\*\*\* Material underlined added.

TD: BCO Appx.C,  
5/17/23

Note, Ordinances highlighted in purple were draft and are now seeking approval.

Ordinances highlighted in gray were approved, never enacted and are now being removed.

## Attachment 3: 8/29/23 Approved Regulation Changes

**Attachment 1: Traffic Regulation Changes**

**CITY OF BURLINGTON**

Sponsor(s): Public Works Commission

Action: \_\_\_\_\_

Date: \_\_\_\_\_

Attestation of Adoption:

\_\_\_\_\_  
*Phillip Peterson, PE*  
*Public Works Engineer, Technical Services*  
Published: \_\_\_\_\_  
Effective: \_\_\_\_\_

**In the Year Two Thousand Twenty-three  
A Regulation in Relation to**

- Rules and Regulations of the Traffic Commission—  
Sections:  
7A Accessible spaces designated.  
12-1 No parking except vehicles loading or unloading.  
29 Special parking.

**It is hereby Ordained** by the Public Works Commission of the City of Burlington as follows:

That Appendix C, Rule and Regulations of the Traffic Commission, 7A Accessible spaces designated., 12-1 No parking except vehicles loading or unloading., and 29 Special parking. of the Code of Ordinances of the City of Burlington is hereby amended as follows:

**7A Accessible spaces designated.**

No person shall park any vehicle at any time in the following locations, except automobiles displaying special handicapped license plates issued pursuant to 18 V.S.A. § 1325, or any amendment or renumbering thereof:

- (1)-(27) As written.
- (28) ~~Reserved. On the east side of Church Street, in the second space south of Main Street.~~
- (29)-(129) As written.
- (130) ~~Reserved. On the east side of Pine Street in the first space south of Main Street.~~
- (131)-(173) As written.

**12-1 No parking except vehicles loading or unloading.**

No person shall park a vehicle at the following locations unless engaged in loading or unloading the vehicle:

- (1) - (52) As written.
- (53) ~~Reserved. On the north side of Main Street in the first space west of the Church Street intersection from 6AM – 5PM for no more than fifteen (15) minutes.~~

**29 Special parking.**

No parking shall occur at the following locations unless by:

- (a)-(c) As written.
- (d) Police vehicles.
  - (1) On the north side of Main Street in the first space west of the Church Street intersection from 5PM – 6AM. ~~at the intersection of Church Street, except for police vehicles.~~
  - (2)-(7) As written.
  - (8) On the east side of Church Street in the first space south of Main Street.

/hm: BCO Appx.C, Section 7A, 12-1. 29  
7/26/2023



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# Memo

*Date:* June 17<sup>th</sup>, 2026

*To:* Public Works Commission

*From:* Christina Cangiolosi, Associate Public Works Engineer  
Madeline Suender, Public Works Engineer

*CC:* Chapin Spencer, Director of Public Works  
Laura Wheelock P.E., Division Director of Tech Services/City Engineer  
Phillip Peterson P.E., Senior Transportation Engineer & Planner  
Jackie Rowland, Division Director for Parking & Traffic

*Subject:* Standard Operating Procedure for Appendix C Delegated Authority Under BCO §20-23

---

## Request

At the February 18<sup>th</sup>, 2026, meeting, the Public Works Commission approved the adoption of the Appendix C amendments implementing delegated authority under BCO §20-23. Following this action, the Commission requested the development of a Standard Operating Procedure (SOP) to guide the updated traffic regulation process for specified safety and accessibility related adjustments.

## Standard Operating Procedure

As stated under BCO §20-23, all required findings of necessity or convenience and substantial inconsistency with guidelines must be met before the Director or designee may enact a rule change. The following steps outline the process for implementing such rule changes.

*Step 1:* DPW Staff reviews the request.

*Step 2:* DPW Staff seek approval from the DPW Director or designee.

*Step 3:* DPW Staff conducts public engagement consistent with the Public Engagement Plan (PEP) - INFORM (i.e., flyer or greenbelt sign). Aligning with the PEP and under Staff's discretion, early decision-making may include regulatory or legal obligations, emergency issues, or other time-sensitive considerations.

*Step 4:* DPW Staff notify Traffic Division, Parking Services, and BSD as needed.

*Step 5:* Appropriate signage installed. As stated under BCO §20-23, the rule change becomes effective and enforceable immediately upon the posting of signage.

*Step 6:* DPW Staff notifies the Public Works Commission within two regularly scheduled meetings via a Status Update (see Attachment-1).

*Step 7:* At a further date, unspecified in the ordinance, but understood in this policy to be within four regularly scheduled meetings, DPW Staff brings the request back to the Public Works Commission, providing the written traffic regulation to be reviewed before codifying into Appendix C. If the Commission denies the request, the change shall cease to be effective.

#### Summary

This SOP clarifies how delegated authority will be carried out in practice by defining each step staff must follow from initial review through implementation and Commission notification. It establishes a predictable workflow, ensures consistent documentation, and provides a clear record of how decisions are made. By outlining responsibilities and timing, the SOP supports smoother coordination across divisions and creates a reliable framework for incorporating these actions into Appendix C.

This process, as outlined under BCO §20-23, allows DPW to address a narrow category of issues regarding safety and accessibility more quickly, while preserving the Commission's oversight role and ensuring transparency through regular updates and subsequent codification.

The category of issues applies to traffic regulation changes outlined in BCO §20-23 (see Attachment-2). Including, without limitation, installing an accessible parking space, removing a parking space to address a sightline issue or to comply with no-parking requirements near a crosswalk, modifying the limits or location of an existing school zone, and similar changes necessary to address specified safety, accessibility, and/or regulatory needs.

#### Attachments

1. DRAFT Status Update for Rule Changes Enacted Under BCO §20-23
2. BCO §20-23
3. Adoption of Appendix C Amendments



## Memorandum

*Date:* June 17<sup>th</sup>, 2026

*To:* Public Works Commission

*From:* Christina Cangiolosi, Associate Public Works Engineer

*CC:* Chapin Spencer, Director of Public Works  
 Laura Wheelock P.E., Division Director of Tech Services/City Engineer  
 Phillip Peterson P.E., Senior Transportation Engineer & Planner  
 Jackie Rowland, Division Director for Parking & Traffic  
 Madeline Suender, Public Works Engineer

*Subject:* DRAFT Status Update for Rule Changes Enacted Under BCO §20-23

### Rule Changes Enacted Under BCO §20-23

Date of request: \_\_\_\_\_

Location of Change: \_\_\_\_\_

Requestor: \_\_\_\_\_

Approval date: \_\_\_\_\_

Approver: \_\_\_\_\_

Rule Change: \_\_\_\_\_

Existing Ordinance if Applicable: \_\_\_\_\_

Installation Date: \_\_\_\_\_

Public Engagement: \_\_\_\_\_

Required Findings Under BCO §20-23:  
 Necessity or Convenience: \_\_\_\_\_  
 Substantial Inconsistency with Guidelines: \_\_\_\_\_

Internal Notifications Completed:

Traffic Division (Y/N): \_\_\_\_\_

Parking Services (Y/N): \_\_\_\_\_

BSD if applicable (Y/N): \_\_\_\_\_

Other City Department \_\_\_\_\_ if applicable (Y/N): \_\_\_\_\_

Date Commission Notified (within two meetings): \_\_\_\_\_

Tentative return date: \_\_\_\_\_

Other notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CITY OF BURLINGTON

In the Year Two Thousand Twenty-Five

An Ordinance in Relation to  
PARKING ENFORCEMENT

ORDINANCE 6.2  
Sponsor: Public Works Commission  
Public Hearing Dates: \_\_\_\_\_  
First reading: 09/29/25  
Referred to: Ordinance Committee  
Rules suspended and placed in all  
stages of passage: \_\_\_\_\_  
Second reading: 12/01/25  
Action: adopted  
Date: 12/01/25  
Signed by Mayor: 12/03/25  
Published: 12/03/25  
Effective: 12/23/25

It is hereby Ordained by the City Council of the City of Burlington as follows:

1 That Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
2 hereby is amended by amending Sec. 1, thereof to read as follows:

3 *As written, with the following definitions inserted in alphabetical order:*

4 Parking enforcement officer: Means any city employee designated by the city pursuant to 23 V.S.A.  
5 § 4(11)(B), as the same may be amended or renumbered from time to time.

6 Traffic commission: Means the public works commission.

7  
8 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
9 hereby is amended by amending Sec. 23, thereof to read as follows:

10  
11 *(a) and (b), as written.*

12 (c) The traffic commission may adopt regulations delegating its authority under this section to the  
13 director of public works or their designee, for the following purposes:

14 (1) to designate new no-parking areas, to change or modify the locations of existing no-  
15 parking areas, or to make other changes affecting no-parking areas, including, without limitation, removals  
16 that are necessitated by safety assessments, whenever the director or designee determines both that, (i) such  
17 designation, change, or modification is necessary or convenient in response to a reasonable request from the  
18 public or is warranted by changed circumstances or new data, and (ii) existing rules are substantially  
19 inconsistent with regulations or safety guidelines published by the U.S. Access Board, the Federal Highways  
20 Administration, the Vermont Agency of Transportation, or the American Association of State Highway and  
21 Transportation Officials;

22 (2) to designate new accessible spaces or to change or modify the locations of existing  
23 accessible spaces, whenever the director or designee determines both that, (i) such designation, change, or

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 \_\_\_\_\_

\* \* \* \* \*

\* \* \* \* \*

24 modification is necessary or convenient to comply with federal and state disability access laws, and (ii)  
25 existing parking rules are substantially inconsistent with the Public Right-of-Way Accessibility Guidelines,  
26 or other relevant standards published by the United States Access Board;

27 \_\_\_\_\_ (3) to designate new school zones, to change or modify the locations of existing school zones,  
28 or to make other changes affecting school zones, including, without limitation, adjusting rules for student  
29 drop off and pick up, whenever the director or designee determines both that, (i) such designation, change, or  
30 modification is necessary or convenient in response to a reasonable request from the school department or is  
31 warranted by changed circumstances or new data, and (ii) existing rules are substantially inconsistent with  
32 regulations or safety guidelines published by the U.S. Access Board, the Federal Highways Administration,  
33 the Vermont Agency of Transportation, or the American Association of State Highway and Transportation  
34 Officials;

35 \_\_\_\_\_ (4) to prohibit right-hand turns against a traffic signal which is indicating red, whenever the  
36 director or designee determines both that, (i) such prohibition is necessary or convenient in response to a  
37 reasonable request from the public or is warranted by changed circumstances or new data, and (ii) existing  
38 rules are substantially inconsistent with regulations or safety guidelines published by the U.S. Access Board,  
39 the Federal Highways Administration, the Vermont Agency of Transportation, or the American Association  
40 of State Highway and Transportation Officials, and

41 \_\_\_\_\_ (5) to designate new school crossing guard locations, to change or modify the locations of  
42 existing school crossing guard locations, or to make other changes affecting school crossing guard locations,  
43 whenever the director or designee determines both that, (i) such designation, change, or modification is  
44 necessary or convenient in response to a reasonable request from the school department or is warranted by  
45 changed circumstances or new data, and (ii) existing rules are substantially inconsistent with regulations or  
46 safety guidelines published by the U.S. Access Board, the Federal Highways Administration, the Vermont  
47 Agency of Transportation, or the American Association of State Highway and Transportation Officials,.

48 Such modifications shall become effective and enforceable immediately upon the posting of  
49 reasonable signage directing motorists accordingly and shall remain in effect provided that notification is  
50 sent to the traffic commission within its next two regularly scheduled meetings. Within a reasonable time  
51 after providing the required notification to the commission, the public works director or designee shall  
52 propose to the traffic commission a formal amendment to Appendix C to reflect the change. The failure to  
53 do so shall not render the change invalid or unenforceable, but if the traffic commission rejects the change, it  
54 shall cease to be effective.

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:

55  
56 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
57 hereby is amended by amending Sec. 41, thereof to read as follows:

58 The traffic commission is hereby authorized to establish school zones, and to authorize staff to  
59 establish primary or secondary school zones, consistent with subsection (c) of section 20-23 of this code, by  
60 causing the same to be designated by appropriate signs indicating the speed limit and erected not more than  
61 five hundred (500) feet in advance of a school ground or of a pedestrian crossing customarily used by  
62 primary or secondary school pupils.

63  
64 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
65 hereby is amended by amending Sec. 53, thereof to read as follows:

66 (a), *as written.*

67 (b) The traffic commission may conspicuously place, or authorize the public works director or  
68 designee to place, suitable signs in and near the areas affected by the parking regulations of this article,  
69 plainly indicating such regulations.

70 (c) Whenever the traffic commission's regulations identify a location for signage to be placed, the  
71 location chosen by the public works director or designee shall be entitled to a rebuttable presumption of  
72 correctness.

73  
74 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
75 hereby is amended by amending Sec. 55, thereof to read as follows:

76 (a) No operator or driver of any vehicle shall stop, stand or park the same in any of the following  
77 places, except when necessary to avoid conflict with other traffic or in compliance with the direction of a  
78 police officer or official traffic sign or except momentarily to pick up or discharge a passenger:

79 (1) to (7), *as written.*

80 (8) Any street or portion of a street closed pursuant to section 20-63, including, without limitation, in  
81 metered parking spaces encumbered pursuant to Section 27-33 of this code; provided that this prohibition  
82 shall not apply to vehicles engaged in activities allowed under the permit issued pursuant to Section 27-33;

83 (9), *as written.*

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.

\* \* \* \* \*

Distribution

I hereby certify that this Ordinance has been sent to the following department(s) on \_\_\_\_\_

\_\_\_\_\_, City Clerk

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 \_\_\_\_\_

Attest:

\* \* \* \* \*

84 (10) ~~[Reserved]. In a metered parking space where the meter for such space is covered with a hood~~  
85 ~~issued pursuant to Section 27-33. This prohibition shall not apply to vehicles engaged in the activities~~  
86 ~~allowed by the permit issued pursuant to Section 27-33;~~

87 (11) to (16), as written.

88 (b) and (c), as written.

89 (d) No person shall park any vehicle in any parking space designated by the traffic commission for  
90 parking for ~~the handicapped individuals with disabilities~~ unless the vehicle displays ~~special handicapped~~  
91 license plates or placards issued pursuant to 23 V.S.A. 304a, or any amendment or renumbering thereof.

92 (e) and (f), as written.

93 (g) Effective upon making conforming changes to Appendix D of this code, a violation of rules  
94 relating to parking set forth in said Appendix D shall constitute a violation of this section for purposes of  
95 ticketing and enforcement.

96  
97 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
98 hereby is amended by amending Sec. 61, thereof to read as follows:

99 No person shall leave a vehicle in the same place within the limits of a street for a period longer than  
100 three (3) days. This period starts when the police department or parking enforcement officer observes a  
101 vehicle in a space. From that time the vehicle must be moved within three (3) days. For the purposes of this  
102 section the term moved is defined as relocating a vehicle at least twenty-five (25) feet from its original  
103 location for a time period of thirty-six (36) hours.

104  
105 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
106 hereby is amended by amending Sec. 63, thereof to read as follows:

107 For the purpose of cleaning, clearing, oiling, repairing, surfacing a street, special events, parades, or  
108 pruning or removing trees, or for parking encumbered pursuant to Section 27-33, the street department, parks  
109 department, or police department may close such street or portion of a street to the parking of vehicles by  
110 causing signs to be posted thereon in conspicuous locations and at reasonable intervals indicating the  
111 prohibition of parking thereon. The signs shall be posted by 6:00 p.m. and the prohibition shall be effective  
112 12:00 a.m. the following days indicated thereon, but not sooner than twenty-four (24) hours later. The signs  
113 shall indicate in bold face "NO PARKING – TOW AWAY ZONE". Such prohibition shall remain in effect

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.

\* \* \* \* \*

Distribution

I hereby certify that this Ordinance has been sent to the following department(s) on \_\_\_\_\_

\_\_\_\_\_, City Clerk

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 \_\_\_\_\_

Attest:

\* \* \* \* \*

114 until such signs are removed, and during the period when parking is so prohibited, no person shall park a  
115 motor vehicle on any such street.

116  
117 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
118 hereby is amended by amending Sec. 66, thereof to read as follows:

119 (a), as written.

120 (b) Nonmetered Parking Offenses:

121 (1) ~~Handicapped-Accessible~~ parking. The penalty for ~~handicapped~~ parking violations as set forth in  
122 Section 20-55(d) shall be ~~one hundred twenty-five dollars (\$125.00)~~ as set forth in 23 V.S.A. § 304a(e)(1), as  
123 the same may be amended or renumbered from time to time.

124 (2) to (6), as written.

125 (7) Other nonmetered parking offense. "Nonmetered parking offense" means any parking offense set  
126 out in this Code, except violations related to metered parking. The penalty for violations of nonmetered  
127 parking offenses except ~~handicapped parking and idling as indicated~~ shall be seventy-five dollars (\$75.00).

128 (8) and (9), as written.

129 (c), as written.

130  
131 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
132 hereby is amended by amending Sec. 67, thereof to read as follows:

133 (a), as written.

134 (b) Any person who has violated any ordinance regarding parking in the city may within thirty (30)  
135 days from the date of such violation waive in writing the issuance of any process in a trial by jury or hearing  
136 and voluntarily pay ~~to the police department of the city~~ the penalty prescribed in Section 20-66. Payments  
137 may be made by cash, check, money order, credit card or online payment.

138  
139 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
140 hereby is amended by amending Sec. 71, thereof to read as follows:

141 (a) Under the provisions of this division, any police officer or parking enforcement officer shall cause  
142 a motor vehicle parked in violation of the following to be moved or removed to any public garage or other  
143 place designated by him within a five-mile radius from the boundaries of the city:

144 (1), as written.

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:

145 (2) ~~Designated prohibited areas, as set forth in section 20-55 of this Code;~~ In any manner that violates  
146 any provision of this code if:

147 (i) The vehicle is interfering unreasonably with the free flow of traffic, including through,  
148 into, or out of any public or private parking area, driveway, or right of way;

149 (ii) The vehicle is parked in a manner that interferes unreasonably with any lawful  
150 construction activity;

151 (iii) The violation constitutes or includes a violation of Section 22-55(a)(3), (a)(8), or (d) of  
152 this code;

153 (iv) When allowed pursuant to Section 20-79 of this code;

154 (v) In any location where, in the opinion of the parking enforcement officer, such vehicle  
155 creates an immediate traffic hazard or otherwise endangers the public health, safety, or welfare; or

156 (vi) The violation continues for a period of not less than twenty-four (24) hours following  
157 ticketing.

158 (vii) The vehicle is parked in any space designated a special parking space pursuant to section  
159 29 of Appendix C to this code, as the same may be renumbered or amended from time to time.

160 (3) to (5), as written.

161 (b) and (c), as written.

162  
163 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
164 hereby is amended by amending Sec. 72, thereof to read as follows:

165 The ~~chief of police~~parking enforcement officer and the owner of any public garage to which a vehicle  
166 is removed shall keep a record of each vehicle so removed by manufacturer's trade name or make,  
167 registration number or motor number if the vehicle is not registered, registered owner if the vehicle bears a  
168 Vermont registration, such other descriptive matter as may be necessary to identify such vehicle, and the  
169 name and address of any claimant thereof. The ~~chief of police~~parking enforcement officer shall, in addition,  
170 keep a record showing the date of such removal, the place to which such removal is made and the reason for  
171 such removal. All such records shall be open to public inspection at all times.

172  
173 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
174 hereby is amended by amending Sec. 73, thereof to read as follows:

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:

175 Before the owner shall be permitted to reclaim a vehicle which has been removed pursuant to this  
176 division, he shall:

177 (a) Furnish satisfactory evidence to the ~~chief of police~~parking enforcement officer and to the owner  
178 or person in charge of such public garage of his identity and of his ownership of such vehicle;

179 (b) Pay ~~to the police department~~ all outstanding charges for violation of the offenses described in  
180 ~~section 20-79(a)~~this article, and all charges for removing said vehicle and all charges for the storing and  
181 parking thereof, and for publication of record of removal; enter a legally binding payment plan, if eligible  
182 based upon ability to pay, pursuant to a policy approved by the director of public works; or

183 ~~(1) p~~Post a bond, ~~certified by the chief of police or his duly authorized representative, which is~~ equal  
184 to the amount of charges ~~dues set forth in (b) above;~~ and

185 (c) Sign a written receipt acknowledging delivery of said vehicle;

186 (d), as written.

187  
188 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
189 hereby is amended by amending Sec. 79, thereof to read as follows:

190 (a) Any motor vehicle parked in violation of city ordinance upon any public highway of the city or at  
191 the Burlington International Airport, including such ways, streets, alleys, lanes or other places as may be  
192 open to the public, the owner of which has accumulated unpaid parking violations totaling two hundred  
193 seventy-five dollars (\$275.00) or more, not including the amount attributable to the present violation, may be  
194 removed and stored pursuant to this division. Thereupon, the vehicle may be reclaimed pursuant to Section  
195 20-73. In order to reclaim the impounded vehicle, the owner shall pay charges for outstanding violations  
196 such that the total amount owed in fines and fees pursuant to ordinance violations is reduced to less than two  
197 hundred seventy-five dollars (\$275.00), all outstanding removal charges previously assessed and the charges  
198 imposed by this division for such removal and storage or until the requirements of Section 20-73(b)(1) have  
199 been met. Fines shall not be avoided by the transference of title or registration, or the purchasing of a  
200 different vehicle.

201 (b) and (c), as written.

202  
203 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
204 hereby is amended by amending Sec. 83, thereof to read as follows:

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:

\_\_\_\_\_

\* \* \* \* \*

\* \* \* \* \*

205 The board of public works commissioners is hereby authorized to establish zones to be known as  
206 parking meter zones in all or part of such areas on the streets of the city as they may deem necessary. For  
207 greater clarity, the term “parking meter zone” includes all on-street paid parking within the city, whether a  
208 meter is physically present for each metered space. Nothing in this code or its appendices shall be construed  
209 to prevent the city from using parking kiosks, other forms of multi-space metering, or web-based  
210 applications, to collect parking fees, whether in parking meter zones or other city owned or operated parking  
211 lots or garages.

212  
213 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
214 hereby is amended by amending Sec. 84, thereof to read as follows:

215 (a) ~~The public works commission shall cause parking meters to be installed in parking meter zones~~  
216 ~~established under this division.~~ The public works commission shall ~~also~~ cause the installation of necessary  
217 curb and street markings for on-street paid parking, provide for the regulation and operation thereof, and  
218 maintain ~~said parking meters, including multi-space meters, instructions for online payment via web-based~~  
219 applications, kiosks, or similar apparatus and/or multi-space meters in workable condition.

220  
221 (b) ~~Meters and/or multi-space meters~~ Payment devices shall be placed upon the curb next to  
222 individual parking spaces or in proximity of designated parking spaces, and shall be so constructed as to  
223 accept payment as indicated by instructions upon the ~~meter~~ device.

224 (c) Except to the extent the city council has otherwise appropriated city funds to pay such charges for  
225 the fiscal year in question, whenever any payment processor charges a fee for the use of a credit card to pay  
226 for metered parking, the person responsible for payment for the parking shall also be responsible for the  
227 payment processor’s charges.

228  
229 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
230 hereby is amended by amending Sec. 87, thereof to read as follows:

231 (a) When any vehicle is parked in any meter zone in accordance with the provisions of this division,  
232 the operator of the vehicle shall, upon entering the parking space, immediately pay in accordance with  
233 instructions on the ~~meter and/or multi-space meter~~ payment apparatus as indicated by the legend thereon, and  
234 failure to make such payment ~~or to operate the meter~~ shall constitute a misdemeanor. Upon payment, the  
235 parking space may be lawfully occupied by such vehicle for a period as set out in App. C, Section 19.

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:

236 (b), as written.

237

238 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
239 hereby is amended by amending Sec. 95, thereof to read as follows:

240 20-95 ~~Disabled persons exempt from requirements~~Exemptions for individuals with disabilities.

241 ~~Any person who is blind, who has an ambulatory handicap, or who is temporarily disabled with an~~

242 ~~ambulatory handicap shall be entitled to~~Any person who is blind, or who has a permanent or temporary

243 ambulatory disability, may park without fee for an unlimited period in a parking zone which is restricted as

244 to the length of time parking is permitted. This section shall not apply to zones in which parking, standing or

245 stopping of all vehicles is prohibited, which are reserved for special vehicles, or where parking is prohibited

246 by any parking ban. As a condition to this ~~privilege~~right, the vehicle shall display the ~~special handicapped~~

247 parking card, plate or placard issued by the state commissioner of motor vehicles as required in 23 V.S.A.

248 304a, or a ~~handicapped-similar~~ license plate, card or other identification issued by any other state.

249

250 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
251 hereby is amended by amending Sec. 101, thereof to read as follows:

252 In each lot owned or leased by the city for the purpose of parking, ~~meters and/or multi-space~~

253 ~~meters~~payment apparatus shall be placed upon the curb or in proximity to parking spaces, and shall be so

254 constructed as to accept payment as indicated by instructions ~~thereupon~~said meter.

255

256 And that Chapter 20, Motor Vehicles and Traffic, of the Code of Ordinances of the City of Burlington be and  
257 hereby is amended by adding Sec. 110, thereof to read as follows:

258 The public works commission may, with the approval of the city council, authorize the mayor to

259 execute leases for space within private parking facilities, wherein the city may charge for parking at rates the

260 same or substantially the same as rates charged in public garages within the city, and wherein the parking

261 enforcement officer shall have the same authority to ticket or tow vehicles as for public garages.

262

263 And that Chapter 27, Streets and Sidewalks, of the Code of Ordinances of the City of Burlington be and  
264 hereby is amended by amending Sec. 33, thereof to read as follows:

265 (a), as written.

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.

\* \* \* \* \*

**Distribution**

I hereby certify that this Ordinance has been sent to the following department(s) on \_\_\_\_\_

\_\_\_\_\_, City Clerk

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 \_\_\_\_\_

Attest:

\* \* \* \* \*

266 (b) Permits for the obstruction of metered parking spaces may be issued for the following purposes  
267 only:

- 268 (1) Construction, repair or maintenance work on abutting or nearby properties;  
269 (2) Loading or unloading goods, people, materials or equipment, or the use of such  
270 equipment, on abutting or nearby properties;  
271 (3) Working in that immediate area of the street;  
272 (4) The parking of vehicles used for events; or  
273 (5) Any other uses as approved by city council.

274 The permit and the application for the permit shall state the nature of the obstruction, the purpose of the  
275 obstruction, and the time allowed for it to remain or continue. The permit shall specify the number of  
276 metered spaces to be obstructed. The permit shall be subject to reasonable conditions imposed by the  
277 director of public works or designee, including reasonable indemnification provisions approved as to form by  
278 the city attorney or designee.

279 (c) The department of public works shall upon issuance of the permit issue ~~an~~ appropriate number of  
280 meter hoods to the applicant for each parking space to be obstructed. Upon the face of each hood shall be  
281 indicated in bold face "NO PARKING — TOW AWAY ZONE." ~~The applicant shall place the meter hood~~  
282 over the meter by 6:00 p.m. the preceding daysignage to be placed as described in Section 20-63.

283 (d) to (f), as written.

284

285 \* Material stricken out deleted.

286 \*\* Material underlined added.

287

288

289

290

291 ER/ER/Ordinances 2025/Parking Enforcement

292 December 1, 2025

ORIGINAL

# AN ORDINANCE

IN RELATION TO

Parking Enforcement

Introduced by

City Clerk Public Works Commission

Read in City Council first time

September 29, 20 25

Attest,

Bridget Kelly, Clerk.

Rules suspended, and ordinance placed in all stages of passage.

\_\_\_\_\_, 20 \_\_\_\_.

Attest,

\_\_\_\_\_, Clerk.

Read in City Council second time

December 1, 20 25

Attest,

Bridget Kelly, Clerk.

Passed in City Council at meeting held

December 1, 20 25

Attest,

Bridget Kelly, Clerk.

Approved, Dec 31, 20 25

Bridget Kelly, Mayor.

I, DOF Bradley 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 day,

namely the 3rd day of December, 20 25.

Adopted 12/01/25 Published 12/03/25 Effective 12/23/25

Bridget Kelly, City Clerk, DFO

## Distribution

I hereby certify that this Ordinance has been sent to the following department(s) on

DPW Director Spencer

Attest:

Lori Olberg, Council and Licensing Coordinator

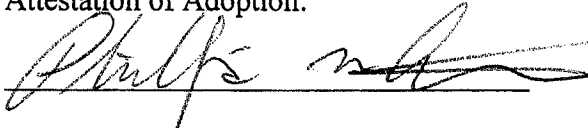
CITY OF BURLINGTON

In the Year Two Thousand Twenty-Six

A Regulation in Relation to

Rules and Regulations of the Traffic Commission—

- 7 No-parking areas.
- 7A Accessible spaces designated.
- 15 Designated school zones.
- 19 Parking rates.
- 20 Prohibition of turns on red signal.
- 21 School crossing guards.

Sponsor(s): Public Works Commission  
 Action: Approval  
 Date: 02/18/2026  
 Attestation of Adoption:  
  
 Phillip Peterson, PE  
 Senior Transportation Engineer & Planner,  
 Technical Services  
 Published: 3/11/26  
 Effective: 3/31/26

It is hereby Ordained by the Public Works Commission of the City of Burlington as follows:

That Appendix C, Rule and Regulations of the Traffic Commission, 7 No-parking areas, 7A Accessible spaces designated, 15 Designated school zones, 19 Parking rates, 20 Prohibition of turns on red signal, and 21 School crossing guards, designated of the Code of Ordinances of the City of Burlington, is hereby amended as follows:

Section 7 No-parking areas.

(a) No person shall park any vehicle at any time in the following locations:

(1)-(591) As written.

(b) Notwithstanding subsection (a) or any other provision of this appendix, the public works commission hereby grants the public works director or designee the authority set forth in the Burlington Code of Ordinances section 20-23(c)(1).

Section 7A Accessible spaces designated.

(a) No person shall park any vehicle at any time in the following location, except automobiles displaying special handicapped license plates or placards issued pursuant to 18 V.S.A. § 1325 23 V.S.A. § 304a, or any amendment or renumbering thereof:

(1)-(173) As written.

(b) Notwithstanding subsection (a) or any other provision of this appendix, the public works commission hereby grants the public works director or designee the authority set forth in the Burlington Code of Ordinances section 20-23(c)(2).

Section 15 Designated school zones.

(a) The following streets are hereby designated as school zones. No person shall operate a vehicle at a rate of speed greater than twenty-five (25) miles per hour on the following streets:

(1)-(32) As written.

(b) Notwithstanding subsection (a) or any other provision of this appendix, the public works commission hereby grants the public works director the authority set forth in the Burlington Code of Ordinances section 20-23(c)(3).

**Section 19 Parking rates.**

(a) (b), (c), (d), (e), and (f) As written.

(g) With the traffic commission's recommendation, the City Council may approve leases of private parking garages, lots, and other facilities, which the City shall lease and operate in the public interest. Parking rates for leased parking facilities shall be set by lease, and the City shall have the same power to enforce parking rules and regulations in leased facilities as for other city parking facilities, including the power to issue tickets and to tow vehicles. Parking facilities leases shall be approved as to form by the City Attorney and signed by the Mayor.

**Section 20 Prohibition of turns on red signal.**

Notwithstanding any general authorization otherwise contained in the statutes of the State of Vermont, the ordinances of the City of Burlington or the regulations of the board of traffic commissioners, it shall be unlawful at the following intersections within the City of Burlington for an operator of a motor vehicle to make a right-hand turn against a traffic signal which is indicating red:

(a)-(b) As written.

(C) Notwithstanding any other provision of this appendix, the public works commission hereby grants the public works director the authority set forth in the Burlington Code of Ordinances section 20-23(c)(4).

**Section 21 School crossing guards.**

(a) Motor vehicles shall be operated in conformance with directions given by adult school crossing guards, who are hereby given the authority to direct vehicular traffic at the following locations:

(1)-(33) As written.

(b) Notwithstanding subsection (a) or any other provision of this appendix, the public works commission hereby grants the public works director or designee authority set forth in the Burlington Code of Ordinances section 20-23(c)(5).

\*\* Material stricken out deleted.

\*\*\* Material underlined added.

CC BCO Appendix C, Sec 7, Sec 7A, Sec 15, Sec 19, Sec 20, Sec 21  
02/18/2026

## **FY27 Burlington DPW Director Goals – June 2026 DRAFT – Commission Review**

### **Goal 1: Strengthen City Government Thru Change Management, Systems Development & Employee-Centered Policies**

- Objective 1A: Recruit and retain a more diverse DPW workforce so that it better represents the community it serves
- Objective 1B: Implement tiering further across department to incentive employees to grow their skills
- Objective 1C: Advance Charter changes that improve general City operations
- Objective 1D: Resolve outstanding PILOT and franchise fee policy issues for Water Resources
- Objective 1E: Coordinate and advance resolution on Burlington's 89 unaccepted/private streets
- Objective 1F: Engage an executive coach to strengthen my own leadership skills
- *Metrics: Recruitment and demographics data, number of tiered positions, number of unaccepted/private streets that are resolved, executive coach engaged*

### **Goal 2: Build Infrastructure that Unleashes Housing Development, Fosters Community Vitality and Strengthens Our Climate Resilience**

- Objective 2A: Skillfully manage wastewater treatment plant upgrades (secure grants, coordinate with GS Cherry, initiate construction, plan for Phase 2 funding, etc.)
- Objective 2B: Design and secure funding for water/wastewater/stormwater upgrades that support housing development (South End wastewater collection improvements to support SECORD, Cherry St improvements to support adjacent development, and other development projects in the city)
- Objective 2C: Launch an assessment of the Water Treatment Plant's needed long-term capital reinvestment for the future resilience of the City's potable water supply
- Objective 2D: Successfully advance the Winooski Bridge & COBARI Intersection project and the Reconnecting Bank & Cherry project to construction in FY'28
- Objective 2E: Work with Administration, federal and state partners, and stakeholders to determine optimal next steps for the Railyard Enterprise Project
- Objective 2F: Advance transit, bike/pedestrian, TDM projects for a multi-modal, climate-forward future
- Objective 2G: Complete planBTV 2050 Mobility for Burlington's future transportation investment road map
- *Metrics: Demonstrable progress/success on the capital projects listed above, complete planBTV 2050 Mobility on time, improve Bike Friendly Communities national ranking*

### **Goal 3: Bolster Base DPW Operations and Maintenance to Deliver Affordable, Dependable Services**

- Objective 3A: Advance policy and financial strategies that achieve more sustainable operations and maintenance funding in FY'28 and beyond (greater fix-it-first focus)
- Objective 3B: Implement expanded Water Resources affordability program
- Objective 3C: Prepare for a major consolidated collection study starting in FY'28 that evaluates a unified residential trash/recycling/compost collection system
- Objective 3D: Work with Fleet Committee to develop plan to sustainably fund fleet replacements and Equipment Maintenance operations
- Objective 3E: Design and construct modern and safe soil management facility at 201 Flynn Avenue
- Objective 3F: Expand the Drop Off Center at 339 Pine St in partnership with CSWD
- Objective 3G: Implement license plate reader technology for efficient Parking Services operations and expanded products
- Objective 3H: Grow downtown parking revenue to pay down at least \$400k in outstanding debt in FY27 and fund parking and transportation innovations in longer term
- *Metrics: % of service requests filled within SLA, Parking Facilities Fund financial performance, Water Resources affordability program implemented*



**CITY OF BURLINGTON  
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A  
Burlington, VT 05401  
802.863.9094 VOICE  
802.863.0466 FAX  
802.863.0450 TTY  
[www.burlingtonvt.gov/dpw](http://www.burlingtonvt.gov/dpw)

To: DPW Commissioners  
Fr: Chapin Spencer, Director ([cspencer@burlingtonvt.gov](mailto:cspencer@burlingtonvt.gov))  
Re: **DPW Director's Report**  
Date: June 17, 2026

**CHAMPLAIN PARKWAY OPENING THIS MONTH**

The Champlain Parkway project remains on track to be completed on-time and on-budget. The City Council approved a timeline on June 1 to open the interstate connection once the project is substantially complete. The contractor is completing some of the last larger tasks such as sign installation and roadway markings. Thank you to the DPW Commission for urging to right-size the project over the years and then supporting the regulatory changes to make the evolved project happen. It is impossible to thank all the folks who helped make this generational moment happen, but major appreciation goes to our Federal (FHWA) and State (VTrans) partners, our consultant teams (CHA, WSP, VHB, etc.), our contractors (SD Ireland, Kubricky, ECI) and our truly persistent staff Laura Wheelock, Corey Mims, Jack Keller, Rob Goulding, former City Engineer Norm Baldwin and so many more. Here are two exciting upcoming public events:

- **Sunday, June 21, 10am-Noon: [The Parkway Mile & Community Stroll](#)**
  - There will be coffee, creemees, touch a truck for kids, games and an opportunity to walk the soon-to-be-opened limited access highway.
- **Monday, June 29, 10am-11:30am: Champlain Parkway Ribbon Cutting**

**Champlain Parkway  
Ribbon Cutting**

**Celebrate 61 years in the making!**

**Champlain Parkway Project  
Burlington, VT**

The City of Burlington invites you to join us in celebrating the opening of the Champlain Parkway, a new connection linking Interstate 189 to our vibrant South End.

This milestone would not have been possible without the dedication and partnership of our municipal, state, and federal collaborators. As an engaged stakeholder of this project, we would be honored to have you attend the opening ceremony.

**Monday, June 29, 2026, from 10 – 11:30 AM, at the intersection of the Champlain Parkway and Home Avenue**

*Fallback Date: Wednesday, July 1, 2026, from 10 – 11:30 AM*

Please come join in these generational moments. More info: Rob Goulding ([rgoulding@burlingtonvt.gov](mailto:rgoulding@burlingtonvt.gov)) and Corey Mims, [cmims@burlingtonvt.gov](mailto:cmims@burlingtonvt.gov).

**PLANBTV 2050 PUBLIC SURVEY LIVE THRU JUNE**

For the first time in Burlington's history, a cross departmental team is coordinating the simultaneous development of four interrelated planning documents, the City's:

- Comprehensive Plan
- Parks Master Plan
- Economic Development Plan
- Transportation Plan

After a very well attended open house on April 30, activities and outreach continue. I was a panelist in the AARP telephone Town Hall on the topic on June 30 and Phillip Peterson has been recording podcasts with various community members about different planning topics (<https://993wbvtv.org/programs/the-burlington-plan/>). We have upcoming focus groups as well. This work currently is helping to define our collective vision for Burlington's future. There is a public survey that continues to be open through the end of June. Please spread the word. Paper copies are at City Hall and the survey can be taken online at <https://burlingtonsurvey.org/> More info: Phillip Peterson, [ppeterson@burlingtonvt.gov](mailto:ppeterson@burlingtonvt.gov).

### **GREAT STREETS MAIN STREET PROGRESS**

Similarly to the Champlain Parkway, this Main Street project is projected to be completed on-time and on-budget. Remaining work includes line striping and public art installation. A community celebration for this project is scheduled for July 17 & 18. More info: Maddy Suender, [msuender@burlingtonvt.gov](mailto:msuender@burlingtonvt.gov) and Rob Goulding ([rgoulding@burlingtonvt.gov](mailto:rgoulding@burlingtonvt.gov)).

### **DRAFT FY'27 DPW DIRECTOR GOALS**

I've included in this agenda packet my proposed FY'27 goals. Your feedback and suggested revisions are welcome. I will be sharing this document with the Mayor in the coming weeks and it will be the tool that the Mayor and the DPW Commission will review my performance towards the end of the fiscal year. More info: Chapin Spencer ([cspencer@burlingtonvt.gov](mailto:cspencer@burlingtonvt.gov)).

### **ONE FINAL THANK YOU TO COMMISSIONER JIM BARR**

After a great 12-year run, Commissioner **Jim Barr** will be stepping down from the DPW Commission after the June meeting. Jim's parking and transportation experience (having directed UVM's Parking & Transportation Services) and his work to find common ground on challenging policy decisions made him an effective and well-regarded Commissioner all around. Free to send him a note of appreciation at [jbarr@burlingtonvt.gov](mailto:jbarr@burlingtonvt.gov).



Reach out with any questions. See you all on Wednesday!