

**Ordinance Committee**  
**Thursday, June 18, 2026**  
**Bushor Conference Room, City Hall**  
**or Remote via Zoom. Burlington, Vermont**  
**DRAFT MINUTES**

**Members Present:** Councilor Bergman (Chair), Councilor Barlow, Councilor Carpenter (on-line)

**Staff Present:** Kim Sturtevant, Caleb Manna (on-line), Phillip Peterson (on-line), Megan Moir, Scott Gustin (Zoning Manager, DPI), VJ Comai (City Arborist)

**Public Present:** Sharon Bushor, Richard Hillyard

Meeting called to order at 4:30 PM.

## **1. Adopt the Agenda**

### **1.1 Adopt the Agenda**

*Motion to Adopt Agenda.*

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

*Final Resolution: Motion Passes*

*Yes: Unanimous*

## **2. Adopt Draft Minutes**

### **2.1 Adopt Draft Minutes from June 5, 2026**

*Motion to Adopt Agenda.*

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

*Final Resolution: Motion Passes*

*Yes: Unanimous*

## **3. Public Forum**

Richard Hillyard: I live in Ward One. I sent comments to the Committee in writing previously regarding the e-moto issue. I am a school crossing guard. I have seen children on scooters or e-bikes not wearing helmets and my first thought was registration of such things at schools. Many children ride regular bikes or scooters and sometimes even two children or a parent and child will ride the same scooter to school.

Sharon Bushor: I think it is important to put an age limit on who can ride on sidewalks and pedestrian ways and sixteen might be too old to allow to do so. I also have concerns about the markings on the bike path since the markings won't be visible in the winter. The issue of bikes and e-bikes on sidewalks is becoming an issue even outside the downtown. BPD has said they don't have the staffing to enforce these rules and don't want to ticket for minor bike or e-bike

infractions. I think we should be ticketing for these infractions since this is becoming a safety issue. On the vegetation ordinance, many of our nice tree canopies are on private land and people should have to get a permit to clear cut many trees. I think the City Arborist should be consulted before large or old trees on private property are cut down.

#### **4. Vegetation Ordinance**

*Scott Gustin (DPI and Conservation Board) and VJ Comai (City Arborist) presented the initial draft vegetation ordinance. This ordinance is available in the agenda packet on CivicClerk.*

Councilor Barlow asked why there is a provision for if a private individual removes a tree on City land. VJ Comai said that it does happen on occasion, such as if someone was altering their driveway or curb cut. He added that sometimes young trees are vandalized and this ordinance would give a mechanism for how to handle such a situation and recoup the value of the tree.

Councilor Carpenter asked whether someone can plant a tree in the greenbelt by their home. VJ Comai said they could with permission and that the City will inspect the site and consult on what species would be appropriate. Councilor Carpenter asked whether someone needs a permit to remove a tree on private property. VJ Comai responded that it depends on the size and age and that a permit is only needed to remove multiple trees from a single area. He added that this aspect would not be changed in the draft ordinance.

Councilor Bergman asked for an authority section to be added to the beginning of the draft ordinance. He added that he has questions about the current draft authority portions of the ordinance, particularly with the authority to issue fines and seek restitution. He said that the City may need to use state statutory authority to pursue larger fines and restitution.

#### **5. Motorized Bicycle Ordinance Discussion**

Phillip Peterson (DPW) said that there has been a lot of engagement lately about the appropriate age cutoff for children to ride a bike on a sidewalk or similar pedestrian walkway. He said it is currently sixteen years old but could be lowered to perhaps twelve. He added that education about the current laws and ordinances has been ongoing at Public Works.

Caleb Manna (DPW) said that he believes sixteen was originally chosen as a cutoff as that is when children may start driving to school rather than biking.

Councilor Carpenter said that sixteen is too old for the cutoff and was curious at what other cities do.

Phillip Peterson said that New York and Chicago age cutoffs for sidewalk biking are both twelve years old, but Albany is ten.

Councilor Barlow said that e-motos are sometimes marketed as e-bikes and there is even a secondary market for falsified stickers to conceal that the bike is an e-moto instead of an e-bike. He added that education is very important and especially through the school district, but that school is now out.

Phillip Peterson said that if BPD enforced the e-moto rules a few times it would scare parents into complying with existing laws and ordinances.

Councilor Barlow said he actually would be alright with banning e-bikes on sidewalks at any age.

Councilor Carpenter said that she would actually like more detail in the ordinance regarding riding on a sidewalk because there could be civil cases if or when crashes or accidents happen. Caleb Manna said that those basic sidewalk riding rules are in the ordinance.

Councilor Bergman asked if it was possible to get multiple City departments together with the school district to discuss education on this issue. He said that the councilors on the Committee can help with bringing up these issues.

## **6. Ordinance Chapter 26 Industrial Pollution Prevention Program Discussion**

*Megan Moir (Water Dept. Director) shared an updated draft ordinance.*

Councilor Barlow said that as long as there is a communication to the Council about a coming change to the rules then any councilor has the power to force something from the consent agenda to the deliberative if they believe the rule change should be deliberated by the full Council.

All councilors agreed that the draft ordinance should be changed to state that all regulation changes approved by the Public Works Commission will come to the full City Council on the consent agenda.

Councilor Carpenter suggested putting the fee changes for permit applications in the annual budget. Councilor Bergman suggested changing the draft language to include that the fees may be updated by budget resolution or a separate resolution.

Councilor Bergman asked for the City Attorney's Office to check the state statute about whether violators of the ordinance are prosecuted civilly or criminally as he believes it is generally done criminally but can be done civilly.

Councilor Bergman said that it would be ideal to have all references to the Public Works Director also include a designee.

All councilors agreed to the other preliminary draft changes and anticipate this item returning to the Committee.

## **7. Any Other Committee Business**

The next meeting is scheduled for July 16<sup>th</sup>.

## **8. Adjournment**

Motion to adjourn by Councilor Bergman, without objection.

The meeting was adjourned at 6:44 PM.