



Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom

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Please click the link below to join the webinar: <https://zoom.us/j/95754210710>

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Webinar ID: 957 5421 0710

1. Agenda

1.1. Motion to amend/adopt agenda

2. Consent Agenda

Subject	2.1. Burlington Greenway Special Use Permit Request (Old Spokes Home)
Meeting	August 11, 2026 - Parks Commission - Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	
Recommended Action	
Subject	2.2. Burlington Greenway Special Use Permit Request (Sarah Ramsey Strong 5K)
Meeting	August 11, 2026 - Parks Commission - Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront
Type	
Recommended Action	
Subject	2.3. Calahan Park Special Use Permit Request (GBGSL Fall)
Meeting	August 11, 2026 - Parks Commission - Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom
Category	2. Consent Agenda
Department	Parks, Recreation, & Waterfront

Type

Recommended Action

Subject **2.4. Pomeroy Park Special Use Permit (Momo's Market)**

Meeting August 11, 2026 - Parks Commission - Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom

Category 2. Consent Agenda

Department Parks, Recreation, & Waterfront

Type

Recommended Action

3. Public Forum - Time Certain, 6pm

Subject **3.1. Verbal Comments**

Meeting August 11, 2026 - Parks Commission - Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom

Category 3. Public Forum - Time Certain, 6pm

Department Council and Board

Type

4. Deliberative Agenda

Subject **4.1. Tree Ordinance Update**

Meeting August 11, 2026 - Parks Commission - Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom

Category 4. Deliberative Agenda

Department Parks, Recreation, & Waterfront

Type Discussion

Subject **4.2. Trail System Review**

Meeting August 11, 2026 - Parks Commission - Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom

Category 4. Deliberative Agenda

Department Parks, Recreation, & Waterfront

Type Action

Subject **4.3. Burlington Area Community Garden Program Appeal Body**

Meeting August 11, 2026 - Parks Commission - Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom

Category 4. Deliberative Agenda

Department Parks, Recreation, & Waterfront

Type	Action
Subject	4.4. Calahan Park - Upcoming Updates
Meeting	August 11, 2026 - Parks Commission - Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Information
Subject	4.5. Commission Members & Ward Distribution
Meeting	August 11, 2026 - Parks Commission - Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Discussion
Subject	4.6. Comprehensive Plan Update (Intern Surveying Overview)
Meeting	August 11, 2026 - Parks Commission - Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom
Category	4. Deliberative Agenda
Department	Parks, Recreation, & Waterfront
Type	Information

5. Standing Items

Subject	5.1. Parks Foundation Update
Meeting	August 11, 2026 - Parks Commission - Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom
Category	5. Standing Items
Department	Parks, Recreation, & Waterfront
Type	
Recommended Action	
Subject	5.2. Director's Report
Meeting	August 11, 2026 - Parks Commission - Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom
Category	5. Standing Items
Department	Parks, Recreation, & Waterfront
Type	

Recommended Action

Subject **5.3. Commissioner's Items & Volunteer Hours**

Meeting August 11, 2026 - Parks Commission - Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom

Category 5. Standing Items

Department Parks, Recreation, & Waterfront

Type

Recommended Action

6. Adjournment

Subject **6.1. Motion to adjourn**

Meeting August 11, 2026 - Parks Commission - Tuesday, August 11, 2026, 5:30 PM, 645 Pine Street, Front Conference Room or Remotely via Zoom

Category 6. Adjournment

Department Council and Board

Type

Recommended Action

Parks Commission Meeting

June 9th, 2026 at 5:30pm

645 Pine St. & Zoom

Staff in Attendance: Lewis, Sauve, Cahill, Comai & O'Daniel

Commissioners in Attendance: Lantieri, Mobley, Boehm, Davis & Johnson

Public in Attendance:

1. Agenda

1.1 Motion to amend/adopt agenda

Lantieri opened the meeting at 5:31pm by introducing himself and asked for a motion regarding the agenda.

Davis made a motion to accept the agenda, Boehm seconded. All were in favor, none opposed.

2. Consent Agenda

2.2 May Meeting Minutes

Mobley made a motion to accept the consent agenda, Davis seconded. All were in favor, none opposed.

3. Public Forum – Time Certain, 6pm

Philip Pezeshki joined the meeting virtually and encouraged the Commission to continue talking about e-moto and e-bike problems on the Burlington Greenway. He continued that he has raised a different question about changing all of the stop signs for the streets that cross the Greenway to have the cars stop instead of the cyclists. He noted that this suggestion got brought into the general discussions that are occurring about the Greenway with folks feeling like it's the bikes that are going too fast. He continued that he is a cyclist and he wanted to remind people that once you stop a bicycle, it is difficult to get it going again so having cars stop is a safer option for everyone. He shared that he has researched ways to potentially mitigate some of these issues including altering the paths, either in shape or surface, place speed limit detectors or other technical solutions understanding that enforcement is expensive and difficult to implement, so he encouraged the Commission to look at technical fixes. He also noted that it is important to keep in mind that this is a seasonal problem for the most part, with the winter being quieter on the Greenway. He then touched on the fact that there is signage posted along the Greenway that says that no motor vehicles are allowed on the path and he feels that regardless of the Commission and City Council's decision to allow them, they are technically not allowed and yet they are on the path with a lack of enforcement happening.

Lantieri thanked Pezeshki and shared the sentiment that there is a lot of nuance with the situation and they are working within a narrow lane to try and create structures so

that rules are available are enforceable. He confirmed that the conversation will continue.

Pezeshki responded that he felt it would be helpful for the public to know that the issue is being considered and taken seriously.

Lewis noted that this was a topic of conversation at last week's Ordinance committee meeting with council members and that there have been a lot of staff conversations around this from a policy and ordinance update piece, as well as community engagement and outreach related to how folks interact with the Greenway and other spaces with these e-motos. He continued that it is an emerging issues with a lot of folks trying to figure out the best approach. He thanked Pezeshki for highlighting this concern.

Dave Parnell, a member of the public, asked if the Ethan Allen Park development plan was already moving forward and that there was momentum to implement that, because he had heard that this was the case on Front Porch Forum.

Dillard answered no, that that was a rumor and that it would be years before any changes or work began. He thanked the constituent for coming to the meeting to ask the question directly.

Public forum was closed at 6:16pm.

4. Deliberative Agenda

4.1 Plan BTV NNE Plan

Dillard began by sharing screen and noting that he came before the Commission a few months ago and he was back to update everyone about where they are in the plan, first by reviewing the timeline and engagement highlights. He continued by sharing out what they have heard from residents in regards to transportation and mobility, housing and zoning, neighborhood and character and development and nature and sustainability. Dillard noted specifically that people in the New North End love the parks, trails, beaches and open spaces and that there is a strong desire for more trees and shade along North Avenue, community garden spaces, green soil water infrastructure and continued preservation of big key natural areas. He then continued by sharing the vision statement and guiding principles and noted that it is all about balance. He then touched on urban design, multimodal transportation and placemaking and how the Plan supports the vision through these three interconnected frameworks. Dillard specifically noted that what is in this Plan overall is contingent on the kind of growth that the plan envisions happening, so if in fact in 25 years the New North End continues to be a low-density place then a lot of these bigger Capital projects may not be necessary or implemented. Next he reviewed the vision for the Greenway, and mentioned that there were originally 9 recommendations, which they are currently working with the BPRW team on to revise so this section will most likely be some restructuring to the framework of these. Dillard noted that they did hear a lot of concerns about safety on the greenway throughout the engagement that has happened, which has been exacerbated with the presence of e-moto use on the Greenway, and he noted that the Plan recommends doing a safety audit internally for spaces like these. After reviewing some placemaking slides he noted that the New North End has more capacity to accommodate growth in terms of wastewater infrastructure than other parts of the City, which is why there is a

focus on this area. He then began reviewing new public open space in specific locations in the New North End, and called out that these are concepts, not development plans and that this work was done to understand what the capacity of a given property could be in terms of the number of homes that could be created, the amount of new public space that could be created and new community facilities, parking etc. He continued that if these properties were to ever come into redevelopment, they would certainly encourage a mix of housing types, open spaces, mobility hubs etc. like in these plans. The private properties he reviewed were the North Ave. Church, the Ethan Allen Shopping Plaza and Plattsburg Ave. and North Ave. intersection. Dillard then pivoted to reviewing the City-owned focus areas that have been included in the Plan. Before doing so though, he took a moment to touch on a national and international movement of cities repurposing their land for community benefits such as housing and nature based climate solutions and more. He continued that this has already happened in Burlington, such as turning a parking lot on St. Paul Street into housing etc., among others. Next, Dillard shared the Mayor's housing strategy, with the quote, "Burlington will continue to expand its long-standing practice of leveraging public assets for public good. This includes pursuing public-private partnerships and thoughtfully developing housing on City-owned land to meet community needs". Dillard noted that they are looking across the City, but that there are no parcels that are just ready to go without any restrictions. He continued by circling back to the New North End plan and called out that a lot of the City-owned land in that part of the City is parks, conservations areas or school land. He then shared 6 points that make up the City-owned land rationale framework including: building on City land can make housing more affordable, can help fund the park system, means the community gets a say, can model what sustainable development looks like, can keep money in the local economy and generates revenue for Burlington permanently. Next Dillard reviewed the City-owned land recommendations in planBTV for the New North End, which includes a city assets study, continuing public engagement via planBTV 2050, park acreage and program replacement, pursue CHIP financing and accelerating public-private partnership process improvements. He then touched on the specific City-owned properties in the plan, which included the Ethan Allen Parkway and Starr Farm Park, noting that there was both community support and opposition to these locations.

Lewis thanked the planning team for all of their work on this and for being at the meeting to present on this again and answer questions. He continued by reiterating that this is conceptual in nature and the engagement process between BPRW and Office of City Planning will be ongoing as the PlanBTV 2050 is built out.

Lantieri asked what the approval process and timeline for this plan would be.

Dillard explained next steps and said that if everything is approved on the fastest timeline, it would be adopted in late August/early September.

Lantieri thanked him and shared his reflection on the South End project's long standing draft form. He continued that while he is a housing advocate, he feels some trepidation about how a plan is adopted and what its real ramifications are so even if it is just a suggestion of being a possibility, we know that once it is adopted people will take it as truth moving forward and will set what the future conversation of the community is. He

continued that while he thinks it is good to do this due diligence and a full assessment, he would be very disinclined from moving these suggestions forward into the final plan. He closed by sharing that this body would continue to engage in conversations about this over the next few months as the process continues.

4.2 Tree Ordinance Update

Comai, the City Arborist, introduced himself and shared that there has been a group of 5 have been working on a long overdue update to the city's tree/vegetation ordinance, which was last updated in 1962 and was not very comprehensive. Comai continued that the recently adopted Open Space Plan included that this ordinance needed to be updated and that he, Cahill, Gustin, Sauve and 2 community members have been working on this. He shared that they focused on including public and private lands, as well as right-of-ways, managed park spaces and natural and conserved lands. He continued that the previous Urban Forestry Master Plan did not speak to any of those spaces, so this group began by rewriting the definitions in the ordinance and focused on defining the roles he and the City Land Steward play relative to the lands that they manage and their authorities over those lands – the City Arborist being responsible for public trees, or by the State statute, a “shade tree” is described as any tree planted in a public space which includes all of the right-of-way trees existing between sidewalks and roads throughout the City and all trees in the managed park spaces, the City Land Steward being responsible for all natural and conserved areas. Comai shared that the group felt it was important to make that distinction and to include all of that. He continued by sharing that they also found out that the Parks Commission has been named as “Burlington’s Tree Board”, but this group felt that the Conservation Board would be a more appropriate fit moving forward so made that change in this process. Gustin noted that this is a draft ordinance and that they are making the rounds to multiple bodies and that they will circle back with another draft later this summer before the final step of adoption. He continued by sharing that there is state statute for trees by that it is entirely about shade trees, which only includes trees in public spaces by a public entity, so this ordinance update will speak to trees beyond that, including trees in natural areas and trees on private property but along straightaways, like a bush or tree growing into or over the sidewalk. He continued that this fleshes out private property maintenance requirements and articulates a little better what the maintenance responsibilities are and the recourse for what can happen if you the property owner ignore it. Gustin continued that they reviewed the existing permit threshold requirements for tree removal that are in the City’s zoning code and decided to use the existing standards and keep that process as is for the time being. He shared that keeping this in mind, measures for protecting existing trees on-site for tree variant development is occurring and the ordinance will retain those and protect them as development activities occur. Gustin then touched on mitigation for tree variant, which isn’t expressly called for now but has been done in practice. He continued that they fleshed this out with 3 options – caliper replacement, pay a fee into a tree fund and/or green infrastructure on-site. He then discussed how the Conservation Board would play a role in this, including project review, providing a community forum for all things tree related and annual review of the work plan for tree management by the City Arborist.

Cahill shared his appreciation for the committee, especially Gustin, and is excited about the process of making these changes to strengthen it and come back with something even better.

Sauve noted that it is great to have a plan and then it is great to see parts of it implemented so quickly, like in this case.

Gustin asked for Commissioner's reactions.

Davis asked for clarification about what private property owners can and can't do with their own trees.

Gustin answered that it is only in regards to the public right-of-ways.

Comai shared that this came from regular see-click-fixes coming through about private vegetation encroaching on public areas, such as sidewalks. He continued that the trickiest part about this is that there are so many rental properties in Burlington that it is hard to track down the owners, so these get passed to Code Enforcement to address with property owners, so they really wanted to spell that out and address it in this.

4.3 Auer Property Acquisition

Cahill opened by noting that Lauren Chicote from the Winooski Valley Park District was present at the meeting for this item as well. He then reminded Commissioners that this was discussed in executive session recently as a potential for this to be an acquisition between the Winooski Valley Park District and the owners of the property with support from the Conservation Legacy Fund. He continued that as of yesterday, there is a purchase and sale agreement in place and so now is the time for discussion and an advisory action from the Commission to weigh in on use of the Legacy Fund for the acquisition. Cahill noted that this is day 2 of a 90 day due diligence period, including looking at contamination on the site, title and other legal pieces and getting the full picture of the parcel and making sure that this is the right decision for the Winooski Valley Park District and the community. He continued by sharing that there is a building on the site and in the event of there being an acquisition, looking into the structures of that and the potential historic component. He closed by noting that this is still in early stages of deliberation so asked for sensitivity around that and also asked Commissioners not to visit the site on their own and shared that they are hoping to coordinate a visit with the decision makers if there is interest.

Chicote thanked Cahill and that she would be happy to answer any questions that Commissioners might have.

Davis noted that what was provided was comprehensive and felt that this was exciting.

Mobley shared that she was sorry the commissioners with questions weren't present at the meeting and noted they might have more questions moving forward. She continued by giving kudos for the amount of information that was provided and she felt like it hit all of the questions that had been raised previously.

Cahill noted that Warner, the Director of the Winooski Valley Park District, has a lot of experience and skill with acquisitions like this and creating reports, so wanted to give him credit for the memo. He then touched on the addition of the \$40,000 placeholder for BPRW, which will go toward the unforeseen administrative work that will be happening to support this acquisition, such as the functionality with the Greenway.

Davis asked if septic was or was not an option.

Chicote answered that it would be a small capacity and expensive with a lot of hurdles so would be difficult to establish there.

Lantieri shared his excitement and support, both for the partnership and the acquisition. Chicote shared that they are excited to work closely with the City on this collaborative project.

Boehm made a motion for the Commission to authorize the use of \$340,000 for the project costs related to the acquisition of the Auer property. Davis seconded. All were in favor, none opposed.

4.4 Grow Wild Demonstration Presentation

Cahill began by sharing screen, noting that he was sharing this presentation on behalf of Diane Hannigan, the City's Nature Based Climate Solutions Coordinator, whose position is a partnership project with Burlington Wildways and is largely connected to working with the school district to develop and teach nature curriculum and bringing nature into the schoolyards. This is important work from an open space standpoint because the school district represents such a frontier for opportunity and also from an equity standpoint because it is accessible to all students. Cahill noted that Hannigan has more than doubled her programming hours this year, which is very exciting. He continued that part of this work is providing members of the community opportunities to learn what we're doing with native plants and how to do this work on lands that they have connection to in their neighborhoods, whether that's in green belts through the guidance of an update vegetation ordinance, or in their own yard or property. He shared that they have created a lawn demonstration at the Lakeview Cemetery in partnership with our Grounds and Cemetery team and Burlington Wildways, which houses the Grow Wild campaign. He continued that sites like this will be heritage legacy things that are going to be a part of our parks but that right now the programs and the humans attached to them are pilots and temporary and they are trying to figure out what sustainability looks like in the City's approach to climate adaptation and he feels this position is one of the most important things related to that. He then pivoted to talking about the new location at Oakledge Park for the next iteration of a Grow Wild lawn demonstration, noting that is near the new universally accessible playground and tennis courts. He shared that the process for arriving at this location involved scouting out 4 different locations throughout the park with the Planning Team and Grounds Team and this spot rose to the top because of the proximity to the playground with the hope that there would be interest from folks visiting that space to learn more, as well as the opportunity to tie into the creek connection that was built along with the playground installation. He also noted that this location has been difficult for the Grounds team to access, so reducing the amount of mowing in this space is helpful. Cahill then spoke to adding a demonstration site in the South End so that the two main soil typologies in Burlington will be represented for folks to learn from. He noted that while this isn't an action item, he wanted to bring it to the Commission's attention because in the Open Space Plan, it fits perfectly into the Connection section on page 118, identifying some of those actions like educating the public on nature based solutions and their value. He continued that creating spaces like this allows for connecting communication approaches that he feels are really meaningful ways to give people a window into their

ability to see themselves in this plan. He shared that the plan also identifies “stewardship zones”, which are buffered areas around natural areas and if community members take on a variety of potential actions, they can support what’s happening nearby naturally. He closed by sharing that Madalinski from the Planning Team is helping to facilitate where and how all of this nature-based and adaptation work is happening to communicate that out effectively through a story map framework where the visual map will be connected to where this is all happening.

Mobley shared her appreciation for the timing of this and having this as an example of something coming to life from the Open Space Plan.

Lantieri echoed what Mobley said and shared that it is great to hear from staff who are doing these innovative things and using their knowledge and highly technical skills to make meaningful changes in the public realm.

Cahill noted that it is the cross-team partnerships that make this really effective so to be able to go into the field with the Grounds team and then interface with the Planning Team at their weekly meeting, and it is the creation of those internal cultural spaces that helps the innovation happen.

Lantieri noted that the momentum of the different divisions and teams within Parks working together is getting stronger and that’s really exciting to see.

4.5 FY27 Budget Process

Lewis shared that the Departments have proposed their budgets and the Mayor’s budget has been presented to the Board of Finance and is under consideration by the City Council. He continued that it is scheduled to go back to City Council for consideration and hopeful adoption on June 15th, but they have until June 30th to do so. He continued by noting that there is a public process with the council so if you’ve watched the presentations and want to show support or ask questions there will be a public forum that is associated with the City Council presentation as well.

Lantieri asked if Lewis anticipated any changes.

Lewis didn’t think that would be the case because of the high level of engagement across the board throughout this process, but if there are any substantive changes he would loop Commissioners in.

Lantieri encouraged Commissioners to attend the June 15th meeting.

4.6 Comprehensive Plan Update

Sauve shared screen and provided a quick overview of the open house summary and what is going on with planBTV 2050. She shared that there were 322 sign-ins, most of whom were Burlington residents who owned or rented. The most represented areas of the City were the South End and Old North End/New North End, with most being English speakers who plan or hope to stay in Burlington. Sauve continued by sharing the questions that BPRW asked, which were: share a special memory related to the places, programs and events offered by BPRW, what is at the root of BPRW’s value to Burlington, what is a trunk that supports the BPRW system but could or should evolve and what is a leaf that could be reimaged, replaced or let go? She shared that all of the questions received helpful and informative responses! Sauve continued by reporting out on the surveys, and shared that 448 statistically valid surveys were completed as a part of the random sample and 105 open public surveys were completed, but they are

hoping to get more info throughout the summer via direct outreach via REIB, intercept surveys in the parks and on the Greenway, user counts, tabling at events and more done by 2 interns, who she introduced. Sauve continued by sharing that the next step of this process will be scenario planning, which is a method for making decisions by exploring several plausible futures, rather than predicting or planning for just one. She continued that a big focus of this is adding 7,000 housing units by 2050 and how we could get there from here through various scenarios. There will be focus groups occurring to solicit feedback and analyze impacts in July, which will include people like housing advocates or developers or community organizations, and then the scenario planning modeling will occur after. Sauve continued that there will be another open house and more public engagement in the Fall where these ideas will be presented. She concluded that this process will essentially identify different roadmaps that we could potentially take in the future.

Mobley added that a common theme that has been popping up is a desire for more indoor spaces for recreational opportunities. She noted how often what BPRW offers has come up throughout this process and yet the balance that we're striking around some of the budgetary choices doesn't quite align with that. She's curious about how that will emerge in the scenario planning that is done.

Boehm was glad to hear that there will be another open house and opportunities for engagement and she noted that she thought the last open house was incredibly well done.

Lantieri offered to be in a focus group with his housing advocate hat on and welcomed the interns and shared that he would like to join them for a day of surveying or tabling.

4.7 Urban Reserve

Lantieri shared his screen and touched on the background and history of the Urban Reserve, noting that it is a 40-acre parcel north of the Moran Plant with limitations for development because of its history of being an oil refinery. He continued that it entered into the open space of Burlington starting in 1990 and is largely still vacant, with roughly half of the acreage being filled lands which are subject to the Public Trust Doctrine, which is a key influential legal decision that was created to be used for the public benefit, which is how the Urban Reserve came to be. Lantieri continued that the stated purpose of the Urban Reserve was to reserve the right for future generations to determine what level of development should occur at the site, which essentially meant they were not going to do anything there then, but they wanted to save this as an open space so that future generations can determine what is included. He continued that as part of the conservation easement, 8 acres of shoreline, 1.5 acres of natural area and a public recreation area of about 13 acres were included in this. He shared that also in this conservation easement that no less than 50% of the property should be retained as public open/recreation space or conservation land, which will allow for passive use, publicly accessible open space, the continued re-naturalization of the property with opportunities for public education informal passive recreation and a commitment to investigate and potentially remediate the brownfield site and maintaining some of the cultural industrial heritage of the site. Lantieri noted that all of these things, to some degree, have been happening. He then shared that it is defined as a "park natural area"

in the ordinance. Lantieri noted important years for the Urban Reserve – 1990 purchased by the City, 1994 the last petroleum drum was removed, 2012 voters passed a bill to devote \$6 million toward waterfront revitalization, 2018 completion of the Greenway and 2019 Croteau vs City of Burlington which was a moment in the City where a policy around the removal and storage of possessions was created. Lantieri then shifted to what has been happening at the Urban Reserve more recently, specifically this Spring. He shared a list of dates and groups who participated in cleaning up the space, starting with a City-led clean-up on April 21st, to which Lantieri followed up by organizing volunteer cleanups of the space, of which there have been 8 so far with a 9th planned. He noted that they have been able to fill up a dumpster every time! Lantieri then shared a list of the impacts, including: 35 new park volunteers, 73 volunteer shifts, 292 volunteer hours, about \$10k of in-kind labor, at least 100, 42-gallon trash bags, a stronger volunteer coordination network and a sense of agency within the people of Burlington. He then shared that the overall goal is to give the entire space a re-set to see if we can chart a new path for this location and for community members who use the space. He noted that he has been working with O'Daniel and Cahill about how to partner with BPRW on this as well as working with the NPAs and other organizations to leverage this source of potential labor and impact at a time when the budget is stretched thin. He continued that when he hears someone say that “the City should do something” it encourages the idea in him that people aren’t recognizing the agency that they have to interact with and make a positive impact in the public realm. He hopes to provide opportunities for people to see that and to grow stronger advocates and volunteers that can someday be working on their own kinds of projects and making their own positive impact. Lantieri then touched on the costs of endeavors like this, including monetary costs and time and poison ivy. Next he discussed what’s next – and noted that recently signage went up marking some areas as “sensitive conservations areas”, support BPRW in determining the appropriate usages allowed and policies needed to maintain a safe, sustainable and vital park and long term determining some of the final specific usages of the space through amendments to the ordinance, which the Commission can help with.

Cahill gave kudos to the City staff effort to get things to a baseline, but that clearly didn’t get everything, so the fact that different cleanup projects and community initiatives have come together and coalesced with the City’s efforts is amazing. He continued by giving the Park Rangers a shout out for all of the hard work they do in that area on a daily basis, both stewarding the landscape but also being in relationship with the humans who are finding their way through the parks as park users in different forms. He then noted that staff are in the process of writing a management plan with objectives and tasks related to those restoration frameworks for the area identified for restoration.

Lewis gave kudos to Lantieri for all of the time and energy he has put into the space with the volunteers. He shared that he recently walked down there with Cahill and leadership from the Mayor’s office and the space has been transformed since that first cleanup. He asked Lantieri to share their appreciation with all of the volunteers.

5. Standing Items

5.1 Parks Foundation Update

Lantieri shared that there is a meeting on Thursday and that they are waiting to launch their campaign with the opening of the new Pomeroy playground.

5.2 Director's Report

Lewis noted that the monthly report has a lot of great information about the current goings on. He continued by bringing up the e-moto and e-bike conversation, noting that it was a topic at last week's Ordinance Committee and amongst staff within the different Departments that are impacted by this both in park spaces but also along the right-of-ways to make sure that we have a unified voice and what options may be available in trying to understand the different pinch points as it relates to enforcement and ordinance adoption regulations, including in the park ordinances which would require staff to work through what the timeline could look like on that, acknowledging that there is a request from the ordinance committee to try to move this work forward as quickly as possible. He continued that there is interest in trying to establish speed limitations along shared use pathways in our system and trying to connect the language between shared use paths and parks ordinance information as well as looking at the enforcement potential. Lewis then noted that they have been working very closely with the school district on this to share information out to families.

Lewis then thanked Johnson for his commitment to the Commission and the City. Johnson was appreciative and shared that while he was sad to be leaving, he's excited about the direction the Commission and the Department is going in.

5.3 Commissioner's Items & Volunteer Hours

Johnson did not have any hours to report but noted that he has been seeing a lot of e-motos on the Greenway. He then noted that he would miss everyone and thanked everyone.

Mobley had 3 volunteer hours to report and gave kudos to BPRW's start to the season. Boehm went to the BTV Open House and attended one of the volunteer days at the Urban Reserve.

Davis had 1 volunteer hour to report and noted that she saw coverage about Beach Bites on the news already.

Lantieri shared about his visit to San Francisco and their public parks. He had 20 volunteer hours to report.

6. Adjournment

6.1 Motion to adjourn

Boehm made a motion to adjourn the meeting, Davis seconded. All were in favor, none opposed. The meeting was closed at 8:18pm.



MEMO

Date: August 11th, 2026

To: BPRW Commission

From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator

RE: Old Spokes Home Special Use Permit for September 26th, 2026

Request for a Special Use Permit on the Burlington Greenway to hold a fundraising event.

From the Executive Director, Sarah Camille Wilson:

“The Fall Fundo is Old Spokes Home's annual fundraising ride. We register between 225 - 250 riders each year. The 2026 Fundo will occur on Saturday, September 26th.

Old Spokes Home is a nonprofit bike shop in Burlington's Old North End. Our mission is to remove barriers to make bikes work for everyone. We are a community hub that offers educational programs, bike sales and service with substantial discounts for income-qualifying customers, and weekly volunteer opportunities. Each year we give away hundreds of free bikes and repairs to young people.

The Fall Fundo is a ride, not a race! It's an opportunity for riders of all experience levels to ride with friends and make new ones. Inclusion and accessibility are central to the Fundo, and we welcome riders using adaptive equipment and families riding with kids. We offer four supported routes: 15, 45, 70, & 100 km (~10, 25, 45, & 65 mi.).

The 45, 70, and 100k routes start from Old Spokes Home, at 8, 9, and 10am respectively. In 2025 we had 73 riders in the 45k, 60 in the 70k, and 70 in the 100k. The breakdown between the rides varies from year to year, but it will be in a similar range. All rides will be paced by the ride leaders to maintain a safe and respectful speed while on recreational infrastructure.

All three of these routes are the same until they get outside Burlington. The route changes each year, to keep the ride fun and exciting, and to highlight the wonderful infrastructure and biking in the greater Burlington area.

While we have not finalized the 2026 routes, we anticipate that these three groups will enter the Bike Path from Depot Street, head north, and exit after the bridge over the Winooski River. The 45k route may bring riders back along the Bike Path, but if so, by the end of the ride the group is very dispersed due to varying pace and stopped time. We don't plan to have the 70 and 100k groups return on the Bike Path.

The 15k ride also uses a portion of the Bike Path. It follows a modified version of the Cycle the City route: <https://ridewithgps.com/routes/44344095>



The 15k departs from Old Spokes Home at noon. It enters the bike path from Killarney Drive and exits through Lakeview Cemetery. This ride is the smallest by far. We had 15 riders in 2025, and we anticipate registering between 15 – 25 in 2026. This ride is family friendly, and always includes kids riding on their own, on their parents' bike, or being towed. It's a very relaxed pace, and should blend in with typical traffic on a Saturday afternoon.

We have event insurance coverage and can provide a COI to the City.”

Staff Recommendations:

Allow for Special Use Permit



MEMO

Date: August 11th, 2026
To: BPRW Commission
From: Meghan O'Daniel, Community Garden Outreach Coordinator
RE: Sarah Ramsey Strong 5K Special Use Permit for October 25th, 2026

Request to have a fundraising event use the Southern section of the Burlington Greenway.

The Sarah Ramsey Strong Fund is requesting to use the Southern portion of the Burlington Greenway for the 11th year on Saturday, October 25th from 10am – 11pm. The event will begin and end at Switchback Brewing. The proceeds from this event will go directly to the Sarah Ramsey Strong Fund, which is a nonprofit that supports annual scholarships given to Champlain College students and other innovation and entrepreneurship-focused student programs. They are expecting about 100 participants.

Staff contact for this event is Jim Ramsey.

It is on a day with no conflicting events.

Staff Recommendations:
Allow for Special Use Permit



MEMO

Date: August 11th, 2026
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: GBGSL Special Use Permit for October 10th, 2026

Request for a Special Use Permit at Calahan Park for a waiver to allow amplified sound.

Greater Burlington Girls Soccer League (GBGSL) will be holding their annual end-of-season Jamboree at Calahan Park on Saturday, October 10th. GBGSL has been using the Calahan Park soccer fields for their Spring and Fall seasons since 1997. At some point during the Jamboree, all of the players and their coaches plan to get on the field and dance to current pop songs and the Macarena together, usually resulting in a very long conga line.

The amplified sound will take place between 8am and 1pm, and will consist of music from a playlist and announcements. They will be informing the surrounding neighborhood via Front Porch Forum ahead of the event.

Contact for the Jamboree is Pat Wright.

It is on a day with no conflicting events.

Staff Recommendations:

Allow for Special Use Permit including a waiver for amplified sound.



MEMO

Date: August 11th, 2026
To: BPRW Commission
From: Meghan O'Daniel, Community Garden & Parks Outreach Coordinator
RE: Pomeroy Park Neighborhood Event Special Use Permit for September 18th, 2026

Request for a Special Use Permit at Pomeroy Park to hold a neighborhood event and for a waiver to allow alcohol and amplified sound.

Erin Malone, the owner of Momo's Market, has a goal of providing a space to celebrate the neighborhood, create memories with neighbors, enjoy the Fall and connecting members of the community together for the 6th year in a row. They are expecting around 75 - 100 attendees. A vendor will be providing food and Foam Brewers will be selling beer. They will be responsible for fencing, ID checking and pouring and will provide the necessary documentation to do so. They have arranged for members of the neighborhood to be "security" for the event and they will be responsible for site clean-up. They have the necessary Certificate of Insurance.

The gathering and amplified sound will take place between 4pm and 7pm, and will consist of live music by local band Barbacoa.

Contact for the event is Erin Malone.

It is on a day with no conflicting events.

Staff Recommendations:

Allow for Special Use Permit

Burlington Vegetation Ordinance

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Introduction

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Section 7	Protection of Vegetation on Public Property
Section 8	Obstruction of Streets
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Introduction

The Burlington Vegetation Ordinance establishes policies, regulations and standards necessary to ensure that the City maintains the maximum amount of tree and vegetation cover in a healthy manner that also mitigates risk to life and property. The goal is to establish and maintain diversity in age and species in trees that make up our tree canopy, as well as broad diversity in the presence of native species of vegetation in our open spaces, including but not limited to natural areas, parks, greenbelts, and

trees and vegetation on private property.

§Section 1. Statement of Purpose.

1.1. The City of Burlington hereby finds that the preservation of existing vegetation and promotion of new plantings in all public and private ways and places is a public purpose that protects the public health, general welfare, climate resilience and aesthetics of City of Burlington for all its citizens. The provisions of Vegetation Ordinance shall be as a civil ordinance within the meaning of 24 V.S.A. Chapter 59.

§Section 2. Applicability, Authority, & Severability.

2.1. Applicability

The terms and provisions of the Burlington Vegetation Ordinance shall apply to all trees and vegetation within the City of Burlington, except as otherwise provided herein.

2.2. Authority

This ordinance is adopted pursuant to the authority contained in V.S.A Title 13, Chapter 77, *Trees and Plants*, and Title 24, Chapters 59, *Adoption and Enforcement of Ordinances and Rules*, 61, *Regulatory Provisions; Police Power of Municipalities*, Subchapter 11: *Miscellaneous Regulatory Powers* and 67, *Parks and Shade Trees*.

2.3. Severability

Should any part or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof other than the part held to be invalid.

§Section 3. Definitions.

Commented [1]: Renumber definitions

2.1. Area of Disturbance- An area proposed to be disturbed in any manner, temporary or permanent, as a result of construction activities, plus a buffer zone of 20 feet.

2.2. Caliper - See “tree caliper” as defined in the Comprehensive Development Ordinance.

2.3. City Arborist - The City of Burlington employee of that same title having the primary responsibilities of administration and enforcement of the Burlington Vegetation Ordinance applicable to the city owned spaces that they manage. Primarily these spaces are city ROW and city parks. The City Arborist shall serve as the tree warden per VSA 24, Chapter 67.

2.4. City Land Steward- The City of Burlington employee of that same title having the primary responsibilities of administration and enforcement of the Burlington Vegetation Ordinance applicable to the city owned spaces that they manage. Primarily these spaces are natural areas, large and small, in city parks, Urban Wilds, and in the City ROW. The City Land Steward shall serve as a deputy tree warden per VSA 24, Chapter 67.

Commented [2]: is primary necessary?

2.5. City right-of-way (ROW)The real property or other legal instrument, such as an access easement, associated with transportation infrastructure, including but not limited to streets and public paths. For the purposes of this ordinance, this term is synonymous with “public way” as defined in VSA 24, Chapter 67.

2.6. Climate Resilience - the ability of communities, ecosystems, and businesses to anticipate, absorb, accommodate, or recover from the hazardous effects of climate change, such as extreme weather, sea-level rise, and droughts.

2.7. Conservation Board – The board of the same name as included in the Comprehensive Development Ordinance.

2.8. Critical Root Zone - An area of root space that is within a circle circumscribed around the trunk of a healthy tree using a radius of 1 foot per inch Diameter at Breast Height (DBH).

2.9. DBH (diameter at breast height) – standard measurement of tree’s diameter taken at breast height, (4 ½ feet above the ground)

2.10. Deputy Tree Warden – The person(s) appointed by the City Council per VSA 24, Chapter 67 who has the same authority over shade trees as the Tree Warden but who is directed by the Tree Warden. See also City Land Steward.

2.11. Developer – Any landowner, agent of such landowner, or tenant with the permission of such landowner who makes or causes to be made, development, or who has applied for a zoning permit within the jurisdiction of the city.

Commented [3]: more specifics? acreage? multi-unit?

2.12. Drip Line – The circumference on the ground directly below the outermost branches of a tree.

2.13. Heritage Tree–Any tree having an 18 inch DBH or greater and determined to be over 100 years old by a certified arborist.

Commented [4]: Revise specimen tree definition in the CDO to refer to this definition.

2.14. Natural Area - a designated land or water unit that retains its natural character, featuring unique ecological, geological, or scenic value, where natural processes are allowed to operate with minimal human intervention. These areas are protected to preserve biodiversity, rare species, and native ecosystems, often serving as sites for scientific study and limited, low-impact recreation

2.15. Pocket Forest - a small, ultra-dense, and highly biodiverse cluster of trees and shrubs planted in a tiny urban or suburban space, often no larger than a tennis court

2.16. Pollinator Garden - a specialized landscape designed to support bees, butterflies, moths, and hummingbirds throughout their life cycles by providing nectar and pollen resources, native host plants, and managed to provide year-round habitat.

2.17. Public Property – All property owned, leased, or occupied by the City or any of its administrative agencies or departments. For the purposes of this ordinance, this term is synonymous with “public place” as defined in VSA 24, Chapter 67

2.18. Public Trees – Trees (shrubs and all other woody vegetation) on any public property, including park, playground or other property owned or controlled by the City of Burlington or within any city right-of-way. See also Shade Tree.

2.19. Rain Garden – Per US EPA, A rain garden is a depressed area in the landscape that collects rain water from a roof, driveway or street and allows it to soak into the ground.

2.20. Shade Tree - Per VSA 24, Chapter 67, a shade tree is a shade or ornamental tree that is, in whole or in part, within the limits of a city ROW or public property, provided the tree was planted by the city, or is designated as a shade tree due to its cultural, historical, or aesthetic significance to the character of Burlington.

2.21. Sight Triangle - A sight triangle (or sight distance triangle) is an unobstructed, triangular-shaped area at an intersection, driveway, or road corner designed to ensure drivers have a clear view of traffic, pedestrians, and cyclists.

2.22. Treebelt - The area between the sidewalk and the street on which trees are planted; or from the curb to the outer edge of the city right of way on a given street.

2.23. - Tree Warden – The person appointed by the City Council per VSA 24, Chapter 67 who controls all shade trees within the City of Burlington. See also City Arborist.

2.24. Urban Wild - a category of city-owned parcels managed by Burlington Parks, Recreation & Waterfront and deemed as high-priority conservation lands. Burlington's "Urban Wilds" are those properties that "provide habitat for rare and endangered plant and animal communities, wetlands and other riparian systems, flood plain, unique geological and hydrological features, important wildlife habitat and travel corridors, areas important for scientific research and education, scenic vistas, trails, passive recreation, sustainable forest communities, and cultural features." The Urban Wilds are managed to preserve natural and cultural resources unique to the property while encouraging their sustainable and compatible enjoyment.

Commented [5]: should we note specific site triangle rules and zones as noted by other ordinance and code?

Commented [6]: I think we can refer to them, but not repeat them. Section 5.2.6.d. ?

Commented [7]: Minor comment, but I don't think this last sentence belongs in a definition.

Commented [8]: Is it time to change this? Broaden the definition?

2.25 - graminoid - a herbaceous plant with a grass-like morphology

2.26 germplasm - the living genetic resources—such as seeds, tissues, or reproductive cells—that contain the hereditary information of a species

2.27 natural seed bank - the dormant, viable seeds naturally stored in the soil or in plant canopies, waiting for the right environmental conditions to germinate

§Section 4. Jurisdiction.

4.1. The City Arborist, along with the City Land Steward shall have control of all trees, including but not limited to shade trees, and vegetation in any public property within the city limits relative to the spaces that they each manage, and shall have the authority to plant, maintain, remove, and replace such vegetation.

Commented [9]: Public property as defined above captures this w/o the longer wording.

Commented [10]: consideration for more specific delineation of jurisdiction between City Land Steward and City Arborist

§Section 5. The Authority of the City Arborist, City Land Steward, and Conservation Board

5.1. The Director of the Parks, Recreation and Waterfront Department may hire persons to be the City Arborist or the City Land Steward. It will be the City Arborist's and City Land Steward's responsibility to make recommendations in order to provide care, protection, preservation and removal of municipal vegetation specific to the public areas managed by each.

Per VSA 24, Chapter 67, the tree warden (City Arborist) controls all shade trees within city limits and enforces all laws related to shade trees and may manage infested or infected trees. The tree warden may also make cooperative and financial agreements with other entities and accept funds and resources to effectuate management of the city's urban forest. The deputy tree warden (City Land Steward) has the same authority as the tree warden but is directed by the tree warden.

5.2. The Conservation Board shall serve as an advisory board to the City Arborist, Land Steward, and in their capacity reviewing zoning permit applications, to the Development Review Board as set forth in the Comprehensive Development Ordinance. For the purposes of this ordinance, duties of the Conservation Board include:

- Review of zoning permit applications involving tree removal per Section 10 of this ordinance.
- Assist with coordination of Arbor Day celebrations.
- Review annual goals and objectives prepared by the City Arborist and/or Land Steward as to the urban forest.
- At the request of the City Arborist and/or Land Steward, host community discussions as to maintenance of the urban forest.

5.3. No tree in a public property shall be planted except with the approval of the City Arborist or City Land Steward where applicable. Each will have the power to prescribe how such trees shall be planted, at what distance apart, and what variety. Planted trees will be provided with supports and guards whenever in the opinion of the City Arborist or Land Steward such supports or guards may be desirable.

5.4. Cutting, pruning, or removing trees and shrubs and herbaceous forbs, graminoids, and moss and lichens is prohibited. No person shall cut, prune, or remove a tree, shrub, herbaceous forb, graminoid, moss or lichen in a public property except with approval and consent of the City Arborist or City Land Steward as applicable to the respective public areas managed by each.

Section 6. [General Prohibitions.

No person shall [hitch a horse] Attach an animal, or any other object such as bikes, signs, wires swings, slack lines, hammocks etc. to a tree or shrub in a public property without written consent of the City Arborist or City Land Steward as applicable.

§Section 7. Protection of Vegetation on Public Property.

7.1. Protection. Without written permission from the City Arborist; no person or city agency shall: (1) undertake any development activity (including but not limited to the excavation of any ditches, tunnels, or trenches or changing the grade (adding or removing soil), and the laying of pavement) within the dripline of any public tree or shrub; (2) move or park vehicles associated with any construction or development activity which may affect any vegetation, including trees or shrubs on public property.

Commented [11]: This term is defined. Construction is not.

7.2. Root Protection. No person or city agency shall deposit, place, store or maintain of the city any stone, brick, sand, concrete or other materials which may impede the free passage of water, air and fertilizer to the roots on any public tree or shrub within the dripline on unpaved surfaces except by written permission of the City Arborist or City Land Steward as applicable.

7.3. Guarding. Guarding during construction or excavation: (1) unless the City Arborist or City Land Steward for good cause, determines otherwise, all trees or shrubs on any public property directly impinging on any excavation or construction of any building, structure or street work shall be guarded to protect the critical root zone. The critical root zone is the area of root space that is within a circle circumscribed around the trunk of a healthy tree using a radius of 1 foot per inch diameter at breast height.

7.4 Without written permission from the City Land Steward; no person shall collect seed or germplasm from any public property. Permission may be requested if seed or germplasm collection is intended solely for ecological restoration, scientific research, and regional seed increase. Collection of seed or germplasm from public property may not be utilized for the development of patentable cultivars, non-native applications, or profit-driven, trademarked varieties that fall outside of the mission of regional biodiversity support. Collectors must provide to the City Land Steward a target species list and associated locations, and collection protocols that outline respect to population size, species life cycle, and natural seed production, ensuring that a natural seed bank remains healthy to feed local wildlife and allowing the populated to persist in the landscape.

§Section 8. Obstruction of Streets.

8.1. Private Property Pruning. The city shall have the right to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from and or interferes with visibility of any traffic control device, sign, or is impeding views within the site triangle of an intersection.

8.2. It shall be the duty of any person owning private property

bordering on a city ROW to ensure that trees and shrubs on that property are pruned in a manner that will not obstruct or shade streetlights, obstruct the passage of pedestrians on sidewalks, obstruct vision of traffic signs or obstruct views within the sight triangle of an intersection. If trees are interfering with utility wires, it is the obligation of the appropriate utility company to correct the situation.

8.3. Property Owner Responsibility. Should any person owning private property bordering on any city ROW fail to comply as hereinabove provided, the City Arborist or designee shall order the owner to take corrective action within fifteen (15) days after receipt (certified letter) of written notice. The order requires herein shall be served by mailing a copy of it to the last known address of the property owner.

8.4. Removal of Hazardous Conditions. Every owner of any tree overhanging any city right-of-way within the City shall remove all dead, diseased or dangerous trees, or broken or decayed limbs, which poses a threat to safety of the public or other trees.

8.5. Private Owner Compliance If any person owning real property bordering on any city ROW fails to comply as herein above provided, the City Arborist or designee shall order the owner to take corrective action within fifteen (15) days after the receipt of written notice. The order required herein shall be served by mailing a copy of it to the last known address of the property owner. In the event that required corrective action is not taken by the property owner, the City Arborist shall have the authority to undertake the required corrective action. In such case, a penalty fee of \$500 shall be assessed to the property owner per Sec. 9.2 of this ordinance.

§Section 9. Penalties and Enforcement

9.1. Penalty.

Shade Trees: Whoever shall willfully mar or deface a shade tree, or who willfully and critically injures or cuts down a shade tree, without the written

permission of a tree warden or legislative body of the municipality shall be fined according to the provisions of VSA 24 § 2510.

Other Trees: Except provided for in Sec. 9.3, Enforcement, below, a violation of any provisions of this ordinance shall be a civil offence punishable by a civil penalty from one hundred dollars (\$100.00) to five hundred dollars (\$500.00). The waiver penalty for purposes of the municipal complaint (civil ticket) shall be seventy five dollars (\$75.00) for each offense. Each day the violation continues shall be a separate offense. The [Superintendent of Parks] Director of Parks and Recreation, [Waterfront Manager], Superintendent of Park Planning and Development, City Arborist, City Land Steward, and all law enforcement officers are authorized to issue a municipal complaint for a violation of this chapter

Commented [SG12]: Kim, probably per day. Could be construed as per tree. Municipal ticket is issued. If appealed, it goes to Judicial Bureau. At a certain point it can go to Superior Court.

Commented [SG13]: Clarify if up to \$500 per day or total. Would this penalty apply per tree (if removed) or per event (if multiple trees)?

9.3. Parking on sidewalks and treebelts.

The penalty for parking on a sidewalk or treebelt in violation of this ordinance shall be as per *Motor Vehicles & Traffic/Section 20-66 Penalty (B) (3)* of the City Code of Ordinances.

9.3. Enforcement. The Tree Warden and Deputy Tree Warden have enforcement authority over all shade trees within the City of Burlington. Enforcement and appeals processes as to shade trees shall be as per VSA 24, Chapter 67. Enforcement as to trees on private property shall be per the Comprehensive Development Ordinance, as may be applicable. This ordinance does not preclude enforcement measures as per applicable state statute.

Section 10. Tree Removal

12. 1. Shade Trees

- (1) The removal of any shade tree shall be subject to the provisions of VSA 24, Chapter 67.

12.2. All other Trees

Including, but not limited to, all public trees that are not shade trees and trees on private or institutional property.

Commented [14]: If we utilize the existing permit review process, we don't need to reinvent submission requirements here. The central point here is to outline the role of the Conservation Board and to articulate mitigation measures.

- (1) Application for tree removal requiring a zoning permit per Article 3 of the Comprehensive Development Ordinance (CDO) shall require review by the Conservation Board who will provide a recommendation to the Development Review Board. The application plan shall indicate the size, species, and location of all trees to be removed.
- (2) Conservation Board review will occur within the parameters set forth in the CDO including, but not limited to, consideration of the size, species, and location of all trees to be removed and proposed mitigation measures.
- (3) A planting plan illustrating the size, species and location of trees to be installed is required, unless other mitigation measures are proposed instead. The planting plan shall include a chart summarizing sizes of trees to be removed and trees to be planted.
- (4) Removal of heritage trees is strongly discouraged.
- (5) The Conservation Board shall consult with the City Arborist in its review of the proposed application for compliance with city's tree removal mitigation measures. The Conservation Board shall also consider the impact, if any, on all trees with a caliper of 6 inches or greater and shall make recommendations for the preservation of existing trees and for the species, size, and location of new plantings.

Commented [15]: The rest of the provisions as to heritage trees are included in this process – can be approved or denied by the Conservation Board in consultation with the City Arborist, and if approved, requires mitigation.

(5) Application plan(s) shall illustrate the location of protective tree fence around trees to remain, including details of such. Additionally, the following measures must be addressed by the applicant and inspected by the City Arborist prior to the start of work or issuance of the permit:
Protective tree fence must be installed. All trees to be removed and all trees to remain within the area of disturbance must be clearly marked at the base of each tree with visible nonremovable marking indicating the status of each tree. It is recommended that permanent spray paint be used for trees to be removed (red) and trees to remain (green).

(5) Mitigation measures

- (a) Except as provided for in (b) below, new trees shall be planted caliper-for-caliper for removed trees. For example, removal of a 20 inch caliper tree may be offset with planting five 4 inch caliper trees. Replacement trees may be planted onsite or offsite within the City of Burlington. Offsite planting shall be subject to Conservation Board recommendation in consultation with the City Arborist or Land Steward,

(b) In the event that replanting per (a) above is impractical or impossible as determined by the Conservation Board, the applicant shall:

1. Make payment to a designated city tree planting fund in an amount determined in accordance with the current Guide for Plant Appraisal as reviewed and approved by the City Arborist or Land Steward; and/or,
2. Install and maintain onsite green stormwater infrastructure utilizing appropriate native plant species that mitigates the 10-year storm event (see City Code of Ordinance, Chapter 26).
3. Mitigation measures in items (a) and (b) 1 and (b) 2 above may be used in whole, or in part, for mitigation of tree removal. For example, mitigation for tree removal can include replanting new trees, payment into a planting fund, and/or installation of green stormwater infrastructure.



MEMO

Date: July 31, 2026
To: Burlington Parks Commission
From: Dan Cahill, City Land Steward
RE: Formalizing Trail Systems

In the past several years, BPRW has been focused on bringing more access, inclusion and accessibility to our natural areas and trail systems. One of the fundamental ways of doing this is to provide trail head signage and internal wayfinding markings. New kiosks are being installed at a variety of Park locations. This memo is intended to share with the commission the trail plan for each area. ***We are seeking the acceptance of these trail plans by the Commission prior to printing and posting the trail system maps.***

Leddy Park

There are two proposed changes to the trail system at Leddy Park. The first is a connection between Leonard St. and Leddy Park. The second is the creation of a dedicated pedestrian trail and a separate multi-use trail in the north east quadrant of Leddy Park.

The first change to the trail system would be the creation of a connecting trail between Leonard St. and Leddy Park. Residents of Leonard St. have been advocating for a connection to Leddy Park, as the residents of surrounding streets have easy access points, such as the connection at the corner of Wildwood Dr and Dale Rd. along the north side of the park. Creating a connecting trail is relatively straightforward as the topography is flat, the forest open, and the new trail could easily link up with the existing trail system. No trees would need to be cut and it would require only minor soil disturbance to create this connecting trail.

The second change to the trail system would be the creation of two new trails in the north east corner of Leddy Park that coincides with closing a number of redundant and unsafe social trails. The first map, "Leddy Park Current Trail System" shows the trails as they currently are, while the second map, "Leddy Park Proposed Trail System" shows the closing of certain social trails and the construction of two purpose-built trails. We propose building a pedestrian-only trail and a multi-use trail that would replace the current multi-use trail. The pedestrian-only trail is the more southerly trail that runs closer to the ball fields, while the multi-use trail is to the north of the pedestrian trail (green trail).

Sections of these proposed trails are already in existence, but their layout, points of intersection, and lack of a pedestrian-only trail could be much improved. We propose utilizing the current trail where appropriate, while rerouting and/or building new sections of trail where safety, accessibility and connectivity are a concern. The multi-use trail is purposely designed to be "twisty" as the curved nature of the trail slows cyclists, runners, and other faster moving park users. Both trails begin and end at existing multi-use trails, which are connected to other areas of Leddy Park including the new Bike Park. No trees need to be cut to create these trails, construction would involve trimming branches and shaping



the trail surface. The new trails are designed to provide a pedestrian-only trail experience, a more intentional multi-use trail experience, and limit redundant trails and unsafe intersections.

Kieslich Park

While we are not proposing any new trails at Kieslich Park, we have rehabilitated the meadow trail in the northern section of the park, just west of the Cambrian Rise apartments. These trails have existed in the past, and have been mapped as part of the Burlington Trails database, but were overgrown and were no longer useable. We were able to mow trails through the meadow and trim branches and bramble in the forested areas and create a very enjoyable set of trails through this unique area. We are seeing a lot of Cambrian Rise residents using these trails and we have gotten positive feedback that park users have more trail options than the primary trail connecting North Ave to the Greenway.

Arms Forest

We are not proposing any new trails at Arms Forest. The current trail system is published and has gone through extensive review as part of the Arms Forest Trails Master Plan process. We are including it here because we would like to publish this trail map on the kiosk in the Arms Meadow.

Oakledge Park

We are proposing two changes to the trail system at Oakledge Park. We propose closing a number of unsafe and unsustainable social trails on the bluffs at the northern trail system. We also propose creating an accessible trail leading from the upper parking lot and connecting into the meadow trails.

The first trail change, closing unsafe and unsustainable social trails, has been a work in progress. We are constantly monitoring these trails and brushing in these social trails the best we can. However, park users are persistent and continue to create social trails to access the lake. We hope that, by only publishing official trails – and making those trails obvious, safe, convenient and enjoyable - that we can limit the extent to which people create new social trails. The map shows existing trails that we have and continue to work on, but does not show the many social trails that we are working to close.

The second trail change, creating an accessible trail from the upper parking lot to the meadow trails, is part of creating more accessible trails at Oakledge Park. This aligns with the playground and other types of accessible infrastructure already in place. The Meadow is flat, wide and passes through important bird habitat. Creating this connecting trail would allow users to better experience the meadow and could be coupled with additional interpretive signage that speaks to the habitat of the meadow. The trail surface in the meadow is currently mowed grass and is wet much of the year. We would like to create a raised surface, preferably gravel, that would allow for a more stable trail surface that could be used year-round.

Action Item: The Parks Commission has reviewed each of these trail plans and supports the implementation and alignments needed to achieve them.



Trail System Maps for Arms Forest, Leddy Park, Kieslich Park and Oakledge Park

Current trails 

Proposed new trails 

Leddy Park Current Trail System





Leddy Park Proposed Trail System





Oakledge Park Trail System with Proposed Trail



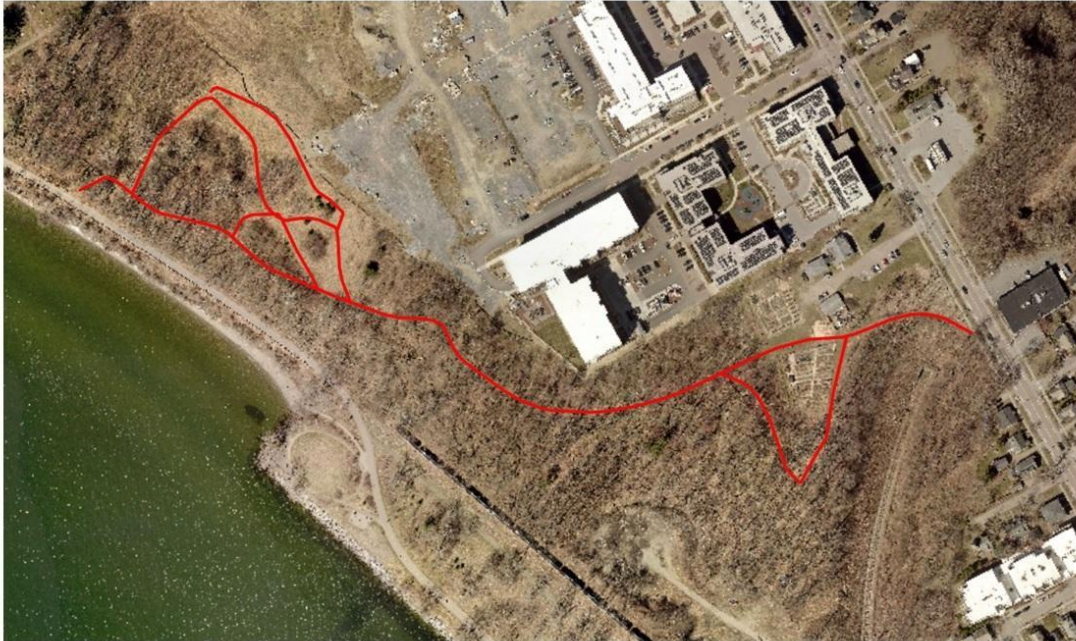


Arms Forest Current Trail System





Kieslich Park Trail System





MEMO

Date: August 6, 2026
To: Burlington Parks Commission
From: Dan Cahill, Meghan O'Daniel
RE: BACG Appeal Committee

Purpose: Requesting that the Commission act as the body to receive appeals from members of the Burlington Area Community Garden (BACG) program in the event that a gardener feels their removal from the program requires additional external review.

Background: BACG consists of 15 garden sites with participation from roughly 500 - 600 households every season. Each registrant signs the Gardener Agreement (attached) annually, which includes agreeing to and abiding by the guidelines set in the Plot Maintenance Policy (also attached). The intent of the gardener agreement is to create a baseline for the social expectations with fellow gardeners, including the completion of 4 hours of community work by each gardener each garden season. These pillars create a framework for the program, that if followed by all, bolster safe and healthy spaces where people of diverse ages, experiences, backgrounds and abilities, can thrive in the mission of growing food.

Every season staff and site leaders intervene on a handful of cases throughout the garden program where folks are either having trouble maintaining their plots, or there are minor disagreements or low level social issues. Periodically, these cases are not able to be satisfied through dialogue and intervention by staff and volunteers, and discontinuation of membership in the program is required for an individual or individuals.

In the event this occurs, City staff would like to have a clear process that is fair for all involved. Prior to 2016, the BACG Advisory Board acted as an appeal body for cases. We are requesting that the Parks Commission play this role, given the BACG Advisory Board dissolved in 2016.

Action: The Parks Commission moves to accept the role of the appeal body for BACG program cases that require due process for participants of the program.



Plot Maintenance Policy

Responsible Plot Management

Gardeners are expected to keep their gardens reasonably maintained, meaning that the weeds are kept under control and plants are regularly tended to, throughout the entirety of the season. Please consider the following when planning and caring for your plot:

- Visit your garden at least once a week!!!
- Notify your Site Leader if you will be away for an extended period of time during the growing season (i.e. vacation, illness, etc.) and need assistance managing your plot
- Plan your garden to allow ample room for growth:
 - Plants that spread (i.e. squash, pumpkins, melons, etc.) should not be planted too close to plot borders so that they do not stray into neighboring plots, pathways and/or mowed areas
 - Plant tall plants (i.e. sunflowers, corn, etc.) so that they do not shade neighboring plots
 - Plant caneberries (i.e. raspberries, blackberries, etc.) towards the interior of your plot. Manage diligently so that they do not impact your neighbors or the pathways, or you will be asked to remove them.
- Be aware and mindful of what is going on in your plot, as it directly impacts the rest of the garden:
 - Do not allow your weeds to go to seed – they can quickly spread and become invasive
 - Do not allow pests and disease to go unattended – these can also spread quickly and become invasive
- Crops must be harvested once they mature – harvesting crops on a regular basis helps to:
 - Deter theft (both human and animal)

- Keep space free of over ripe, spoiled vegetables
- Minimize pests and disease across the garden

Abandoned Plot Management Process

A plot may be considered to be “abandoned” at any point throughout the season if any or all of the following instances have occurred:

- No signs of planting by June 15th, the official “Plant By Date”
- No signs of garden maintenance or management
- Weeds have gone to seed
- Produce is rotting on the vine
- Gardener has not responded to inquiries from the Site Leader

If a plot is thought to be “abandoned”, the Site Leader will reach out to the gardener via e-mail. If the gardener responds and is still active and engaged, but overwhelmed, the Site Leader will provide support and help them to reclaim the plot. If the gardener does not respond, the plot will be deemed abandoned and the following procedures will be set into motion:

- The Site Leader will notify BPRW staff
- BPRW staff will then either:
 - Re-assign the plot to someone on the waiting list if it is early enough in the season
 - Create a harvesting plan for the produce to donate to the Food Shelf
 - Create a management plan to suppress the weeds until the next season
- BPRW staff will then determine the gardener’s status moving forward. If a gardener is interested in returning the following season, depending on the severity of the situation the gardener will either be:
 - Put on probation and required to register for a smaller plot size
 - Disinvited from the program entirely

Community Engagement

Gardeners are expected to be good garden neighbors and BACG community members. The expectations to achieve this include, but are not limited to, the following:

- Getting to know your fellow gardeners – which not only builds community, but also allows for gardeners to look out for one another
- Being open, accepting, respectful and inclusive of everyone
- Exercising patience, mindfulness and understanding towards others

- Participating in productive communication and maintaining a spirit of cooperation with fellow gardeners
- Completing the required 4 hours of community work

Failure to observe, respect and uphold these expectations may result in a required guided restorative process, potential short or long term probation and/or removal from the program entirely.

All BACG Gardens Are Organic!

Every gardener is expected to follow organic practices. This includes:

- Seeds
- Fertilizers & Soil Amendments
- Pest, Weed & Disease Controls

Please reach out to your Site Leader(s) if you have questions about organic practices!

Best Watering Practices

In an effort to conserve water as much as possible, please be mindful with your watering practices and techniques! Here are a few tips for doing so:

- Check your soil first to see if it needs water
- Water the roots of plants, not the leaves
- Water in the morning or late afternoon
- Use mulch to retain soil moisture
- Use the provided rain barrels when available

Compost Pile

Please be sure to adhere to the following general guidelines when approaching your site's compost pile. Also be sure to check in with your Site Leader about your site's specific composting plan, as each one is different.

- Only put plant material in the compost area:
 - No home or off-site materials (i.e. food scraps, plant waste, etc.) – unless otherwise indicated by your Site Leader
 - No burlap bags
 - No rocks
 - No plastic of any kind
- Excess soil should be knocked off of the roots of the plant
- Do not put diseased plants on the compost pile – these should be bagged up and disposed of off-site

Tilled Plot Fall Clean Up

The closing date for tilled plots is determined annually by BACG's tilling schedule. It is typically sometime in early October, but a more accurate date will be communicated by the Site Leaders as far ahead of time as possible. If you are in a tilled plot, please observe the following guidelines in regards to cleaning up your plot at the end of the season:

- Gardeners are responsible for clearing their plots of the following:
 - Fencing
 - Plastic
 - Stakes
 - Twine/String
 - Tomato cages
 - Trellises
 - Burlap
 - Rocks
 - Large pieces of Wood
 - Any other non-plant material that has been brought into the plot!
- Plant material may be left in the plot, but weeds should be at a minimum
- Any produce that has been left in the tilled plots by the final work day will be gleaned and donated to the Food Shelf

No-Till Plot Fall Clean Up

No-till plots do not have a definitive closing date if you plan to return for the following season. You may plant and harvest as late into the Fall and as early in the Spring as you would like. You must, however, register for your same plot by the Returning Gardener Registration deadline to maintain your returning gardener status and be guaranteed your same plot back. Failure to do so may result in you losing your plot. Below are some guidelines and recommendations for putting your no-till plot to bed for the winter:

- Plot must be free of debris and trash
- Plant material may be left in the plot, but weeds should be at a minimum
- BACG recommends planting a cover crop in order to achieve best practices for soil health management
- Please note that the water is turned off by early October every year, so plan accordingly for your watering needs. Rain barrels may be active and available until the threat of frost!
- If you do not plan on returning for the following season, please let your Site Leader know as early as possible and clear your plot of all infrastructure, plant material and any other miscellaneous items so it is ready for the next gardener to take over!

Gardener Agreement

We ask that all community gardeners abide by the **Gardener Agreement** in order to allow our gardens and fellow community members to flourish throughout the growing season.

By signing this, you agree to abide by the following requirements and understand that if you fail to do so, your plot privileges may be forfeited.

- I agree to be a responsible BACG community member by prioritizing inclusivity and demonstrating value for our shared humanity. This means:
 - Being open, accepting and respectful of everyone
 - Exercising patience, compassion and understanding towards others
 - Working to establish meaningful connections with all fellow community gardeners
 - Participating in productive communication and maintaining a spirit of cooperation with fellow gardeners
 - Being aware of my own privileged identities and how these affect others and understanding, acknowledging, exploring and challenging my conscious and unconscious biases
 - Remaining open to feedback and learning when I make a mistake, am uncomfortable or held accountable to help create a safe environment for all
- I agree to abide by the garden site guidelines and the Plot Maintenance Policy. This means:
 - Participating in at least **4 hours** of community work at my garden site
 - Only using **organic** materials & products in my garden
 - Being active in my plot by June 15th, the official “Plant By” date (inactive plots will be forfeited and given to someone on the waiting list)
 - Weeding and maintaining my plot throughout the season
 - Managing any pest infestations that may appear in my plot
 - Harvesting my produce in a timely manner
 - Following best watering practices in an effort to conserve water
 - Not growing tobacco or marijuana (including hemp) products in my plot
 - Tending to plants that sprawl (i.e. melons, squash etc.) or spread vigorously (i.e. berry canes) diligently, or you may be asked to remove them
 - In the event of a natural disaster or circumstance that could not have been prevented by reasonable foresight or care, I will accept and abide by any site closures or other guidelines issued by the BACG program
 - *Tilled Plots Only*: Clearing the plot of all non-organic materials (i.e. fencing, twine, stakes, plastic etc.)
 - *No-Till Plots Only*: Clearing the plot of everything by mid-October if you do not plan on returning the following season. If you know you will not be returning before then, please let your Site Leader know

Signature

Date