



City Council License Committee Meeting - Tuesday, June 9, 2015 - Public Records Room, City Assessor's Office, City Hall 6/9/2015

City Council License Committee Meeting - Tuesday, June 9, 2015 - Public Records Room, City Assessor's Office, City Hall
(Tuesday, June 9, 2015)

Generated by Lori Olberg on Friday, June 12, 2015

Members present

Adam Roof, Tom Ayres, Max Tracy, Lori Olberg, Joe Keenan, Gene Bergman

Also present: Ron Gore, Elaine Zimmerman, Aaron Chiaravelotti, Boudee Luangrath, John Lucas, Emmet Moseley and Ralph Montefusco

Meeting called to order at 4:59 PM

1. Agenda

Action, Procedural: 1.01 motion to amend/adopt agenda

motion to adopt agenda as amended; remove agenda item 6.04; re-number agenda items 6 to 5; 5 to 6.

Motion by Max Tracy, second by Adam Roof.

Final Resolution: Motion Passes

Aye: Adam Roof, Tom Ayres, Max Tracy

2. Consent Agenda

Action (Consent), Procedural: 2.01 motion to adopt consent agenda taking the following actions as indicated

Resolution: motion to amend/adopt consent agenda taking the following actions as indicated

motion to adopt consent agenda taking the following actions as indicated

Motion by Max Tracy, second by Adam Roof.

Final Resolution: Motion Passes

Aye: Adam Roof, Tom Ayres, Max Tracy

Action (Consent), Procedural: 2.02 Special Event Outdoor Entertainment Permit Application (three days only); Art Hop, South End of Burlington

Resolution: approve special event outdoor entertainment permit application for Art Hop, three days only as specified on the application



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motion to adopt consent agenda taking the following actions as indicated

Motion by Max Tracy, second by Adam Roof.

Final Resolution: Motion Passes

Aye: Adam Roof, Tom Ayres, Max Tracy

Action (Consent), Information, Procedural: 2.03 Communication: BPD, re: Zen Lounge, Under 21 Permits, June 2015

Resolution: waive the readings, accept the communications and place them on file

motion to adopt consent agenda taking the following actions as indicated

Motion by Max Tracy, second by Adam Roof.

Final Resolution: Motion Passes

Aye: Adam Roof, Tom Ayres, Max Tracy

3. Amendment to Indoor Entertainment Permit Renewal (2015-2016)

Action, Discussion, Procedural: 3.01 Mr. Mike's Pizza, end time Thursday - Saturday, 3:00 am

approve the request to amend the end time Thursday - Saturday to 3:00 am

all standard conditions

Motion by Adam Roof, second by Max Tracy.

Final Resolution: Motion Passes

Aye: Adam Roof, Tom Ayres, Max Tracy

4. Indoor Entertainment Permit Application (2015-2016)

Action, Discussion, Procedural: 4.01 The Archives, 191 College Street

approve 2015-2016 indoor entertainment permit application for The Archives with all standard conditions along with same conditions as liquor license: BPD cabaret training, FM approval and all City permits closed out.

Motion by Max Tracy, second by Adam Roof.

Final Resolution: Motion Passes

Aye: Adam Roof, Tom Ayres, Max Tracy



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5. Discussion of the Encumbrance Process

Action, Discussion, Information, Procedural: 5.01 Communication: Ron Gore, DPW, re: Process (oral)

Chair Ayres addressed the Committee with Councilor Shannon's concerns re: sidewalks being shortened, ADA concerns as well. Ron Gore, DPW, explained the process. Two members of the Accessibility Committee were present: Elaine Zimmerman and Ralph Montefusco.

Ron Gore spoke to the encumbrance process:

1) Introduction and overall responsibilities as the DPW Excavation Inspector / ROW enforcement

- * permits issued for Excavation / Obstruction / Sandwich Boards

2) Discuss the process for Encumbrance Application / Renewal

- * How are these received by the City Clerk's Office and fee's

- * DPW timeline to complete a site visit and contact the applicant if needed

- * Completion of Encumbrance review, which includes five general questions about the area requested for use by a business owner.

(see Encumbrance Application / Renewal form)

- * Completed applications are returned to the City Clerk's office for review by the City Attorney's office and forwarded to the License Committee for approval

- * Approved Encumbrance Applicants are notified by the City Clerk's office after final signoff

3) DPW also reviews the current City of Burlington Ordinances during the site visit of Encumbrance applications for compliance.

Chapter 27, Code of Ordinances, Streets and Sidewalks

27-1, Streets Defined

27-4, Unnecessary interference with use of sidewalks

27-31, Obstruction of streets or sidewalks, prohibited; Exception with written permit

4) DPW RFS (Request for Service) system, this process allow residents to contact DPW Clerks office with issues that they would like DPW to address.

- * Each call is logged in, a written form is completed with the contact person, the issue and location

- * The Department of Public Works follows up on all requests, through the proper department.

- * The Clerk's office calls the contact person for follow up and results of our site investigation

Motion by Tom Ayres, second by Tom Ayres.

Final Resolution: Motion Passes

Aye: Adam Roof, Tom Ayres, Max Tracy

Information, Procedural: 5.02 Public Comment (oral) Accessibility Committee Members Elaine Zimmerman and Ralph Montefusco were part of the discussion. They were pleased to now know folks who have issues, concerns can contact DPW, namely the RFS, Request for Service line.



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Action, Discussion, Procedural: 5.03 License Agreement (2015-2016): Junior's, 176 Main Street, Tables, Chairs and Ice Cream Cooler

table 2015-2016 license agreement for Junior's for tables, chairs and ice cream cooler to the July 7, 2015 LC Meeting

Motion by Max Tracy, second by Adam Roof.

Final Resolution: Motion Passes

Aye: Adam Roof, Tom Ayres, Max Tracy

6. Peddlers

Action, Discussion, Procedural: 6.01 Dylan Hebert

deny peddler permit. 2nd time on the agenda, no show by the applicant.

Motion by Max Tracy, second by Adam Roof.

Final Resolution: Motion Passes

Aye: Adam Roof, Tom Ayres, Max Tracy

Action, Discussion, Procedural: 6.02 John Lucas

table to July 7th, applicant needs to provide letter regarding DMV violations.

Motion by Max Tracy, second by Adam Roof.

Final Resolution: Motion Passes

Aye: Adam Roof, Tom Ayres, Max Tracy

Action, Discussion, Procedural: 6.03 Emmet Moseley

approve peddler permit for food truck. Applicant needs to provide written permission for BTC spot (private property), Fire and Police written approval too. 11 am - 12 am, everyday. If there are other private properties he needs to come back to the Committee for approval. Receives his health license on June 15th.

Motion by Max Tracy, second by Adam Roof.

Final Resolution: Motion Passes

Aye: Adam Roof, Tom Ayres, Max Tracy



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Action, Discussion, Procedural: 6.04 Dana Ress
item removed per applicant

Motion by Tom Ayres, second by Tom Ayres.

Final Resolution: Motion Passes

Aye: Adam Roof, Tom Ayres, Max Tracy

7. Adjournment

Action, Procedural: 7.01 motion to adjourn
motion to adjourn at 6:10 pm

Chair Ayres requested that all appropriate parties re: Art Hop be invited to the July 7th LC mtg.

Motion by Max Tracy, second by Adam Roof.

Final Resolution: Motion Passes

Aye: Adam Roof, Tom Ayres, Max Tracy