



CITY OF BURLINGTON, VERMONT
**CITY COUNCIL COMMUNITY DEVELOPMENT &
NEIGHBORHOOD REVITALIZATION COMMITTEE**
c/o Community & Economic Development Office
City Hall, Room 32 • 149 Church Street • Burlington, VT 05401
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Councilor Adam Roof, Chair, Ward 8

Councilor Sara Moore, Ward 3

Councilor Karen Paul, Ward 6

Attendance: Chair Adam Roof, Councilors and Committee Members Adam Roof, CEDO Director Noelle MacKay, CEDO Assistant Director Gillian Nanton, CEDO Assistant Director Marcy Esbjerg CEDO Staff Ian Jakus, John Caulo (UVM), Joe Speidel (UVM), Caryn Long, Sandy Wynne

Monday, May 15, 2017

6:00 – 7:00 PM

City Hall Conference Room 12 (CR 12)

Draft Minutes

Chairman Roof called meeting to order at 6:03PM. Noted Karen Paul would not be attending.

1. Review Agenda

Councilor Moore made a motion to approve the agenda as is, seconded by Chair Roof.

2. Public Forum

- Caryn Long raised the issue of enforcement of the ordinance limiting occupancy to 4 unrelated people per dwelling and the issue of allowing single families to become duplexes. She explained her opposition to ZA 16-11 that is before the Ordinance Committee.
- Sandy Wynne reiterated that we must address the four unrelated ordinance. Additionally regarding the Neighborhood Project it will be helpful for the consultants to have a sense of what studies have been done in the past.

- Chair Roof stated the CDNR committee will be addressing the 'four unrelated' ordinance.

3. Approval of Minutes – [3/23](#)

Chair Roof voted to approve the minutes and stated they are adopted

4. Marcy Esbjerg discussed the [Draft 2017 Action Plan](#) for Housing and Comm. Development

- Marcy Esbjerg, CEDO Assistant Director, explained this is just a presentation and that there is no resolution at this time. HUD has 60 days from May 5th to issue funding, and at that point there will be a resolution. Ms. Esbjerg explained the document has 12 recommendations based on last year's funding amounts. She expects to forward a resolution for sponsorship in June or July.
- Chair Roof asked about the funding retraction of YMCA, if that money will carry over to next year?
- Ms. Esbjerg responded that projects were awarded and declined and there is some money left on the table and it is carried forward.

5. Discussion of CDNR Priorities

Chair Roof initiated a discussion to establish an agenda for the CDNR committee throughout the coming year.

- Chair Roof would like a report from Code Enforcement, and to understand enforcement of the 'four unrelated' ordinance.
- Regarding strategies for noise reduction, Chair Roof wants to include Councilor Paul.
- Joe Speidel explained that UVM is collecting detailed data on student housing both on and off campus, and that it will be analyzed and included in future reports.
- Chair Roof explained that communicating ongoing work with Higher Education institutions should be the focus of a CDNR meeting.
- Councilor Moore asked about the Housing Action Plan

- Noelle MacKay, CEDO Director, responded that CEDO is working on a report on the progress to date.
- Chair Roof asked if there is anything to add to the list? He stated that he would like to examine how to engage the NPA's more, and how they can be more successful. He noted there are inconsistencies between NPA's in terms of involvement and would like funding to send to them for neighborhood improvement projects.
- Caryn Long stated after redistricting no ward 8 residents participating in NPAs.
- Chair Roof explained the City is required to change the district lines through the Census. This will not be added to the list this year because the census can't be changed until 2020.
- Chair Roof recommended to move forward on the agreed upon work plan. Seconded by Councilor Moore

7. Plans for June Meeting (10 minutes)

- Chair Roof stated that CDNR meetings would take place the third Thursday of the month. The next meeting would be June 15 @ 5:30

The meeting was adjourned at 6:38 PM.