

Department of Planning and Zoning

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MEMORANDUM

TO: Mayor Weinberger
Department Heads

FROM: David E. White, AICP, Director of Planning & Zoning

DATE: Monday, June 11, 2012

RE: June Department Head Report

For your interest, following is a summary of current activities of the Dept. of Planning & Zoning. Please feel free to contact me should you have any questions or wish to follow-up on any of these items.

Development Review & Permitting:

- Dept. staff took in their 1,200th request for a Zoning Permit last week breaking all previous records. Year-to-date, we are already more than 60 applications ahead of where we finished last year and we still have almost 3 weeks to go.
- Among the larger projects currently under review include:
 - Improvements to existing playing field including: open air bleachers, lights, press box, bathrooms, locker rooms, concession stand, paving and landscaping on UVM's Athletic Campus. This application was approved by the DRB on 29 May and is in its 30-day appeal period.
 - Construction of 140 room hotel and associated two story parking garage in the TD Bank block. This application was approved by the DRB on 29 May and is in its 30-day appeal period.
 - Final Plat Review for a 30-unit Planned Unit Development on Appletree Point Lane.
 - Demolish a portion of the former Thayer School on North Ave., renovate the remaining portion to 11 residential units, and construct a new addition with 27 residential units for a total of 38 new residential units.
- If you have projects that will require a zoning permit, please plan ahead and give yourself enough time to get through the permit process as we are extremely busy and DRB agendas are currently booked until July 3.

Comprehensive Planning:

- **planBTV:** Dept. staff is currently working with our consultant team to produce a "Public Review Draft" which is anticipated to be released by 1 July for a 3-4 month review and comment period.
- **Climate Action Plan update:** The Planning Commission has submitted a recommended draft to the City Council for adoption as part of the City's Master Plan. Public hearings are anticipated in July.
- **Open Space Plan update:** Dept. staff is working with the Conservation Board on updating the *2000 Burlington Open Space Plan*. An RFP is currently out for consultant services.
- **Parcel Data Maintenance:** Dept. staff is working with the Assessor's Office and their consultant to to perform an update to our GIS parcel data.