

**Department of Permitting & Inspections**

Zoning Division  
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**TO:** Development Review Board  
**FROM:** Scott Gustin  
**DATE:** August 4, 2020  
**RE:** 20-0522CA; 75 Cherry Street

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**Note: These are staff comments only; decisions on projects are made by the Development Review Board, which may approve, deny, table or modify any project. THE APPLICANT OR REPRESENTATIVE MUST ATTEND THE MEETING.**

Zone: FD6 Ward: 3C

Owner/Applicant: BTC Mall Associates, LLC / FFF, Inc.

**Request:** Amend zoning permit 17-0662CA/MA phasing schedule.

**Applicable Regulations:**  
Article 3 (Applications, Permits, & Project Reviews)

**Background Information:**  
This application has been pending since November 20, 2019. The applicants requested deferral of Development Review Board review in January, 2020. Since then, the COVID-19 pandemic and related state of emergency have taken place.

Per Sec. 3.2.5, *Completeness of Submission, Administrator's Action*, action may be deferred for up to 6 months. Up to two 3-month extensions may be granted by the Development Review Board. The Coronavirus pandemic led to a declared state of emergency that suspended permit timelines for 90-days. Between the original 6 months and the additional 3 months associated with the state of emergency, this application will expire August 20, 2020 unless a 3-month extension is granted by the Development Review Board.

A 3-month extension may be granted by the Development Review Board. If the application lies dormant for this 3-month extension, a second extension may not be granted.