

## Burlington Development Review Board

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## Annual Report of the Burlington Development Review Board Fiscal Year 2016: June 30, 2015 – July 1, 2016

The Burlington Development Review Board (DRB) reviews all zoning permit applications subject to public hearings, including subdivisions, planned unit developments, conditional uses, variances, and appeals. The DRB also reviews most level 2 Certificates of Appropriateness (i.e., site plan and design review). The members of this volunteer board have expertise in law, architecture, planning, and construction. The DRB acts as a quasi-judicial body in its review of permit applications and renders legally binding decisions. The Board's primary purpose is the interpretation and implementation of the city's zoning and subdivision regulations – the Comprehensive Development Ordinance (CDO). Although not a policy making board, the DRB decisions are informed by the goals and objectives of the city's Municipal Development Plan and related land use planning documents. The work of the Development Review Board relies on staff support from the Department of Planning & Zoning and also from the Code Enforcement Office.

FY '16 has been another busy year for the DRB with 48 application decisions (there were 75 in FY '15). Of these applications, all but five were approved with conditions. Application types are noted in the project review table below.

Application Type	Frequency
Certificate of Appropriateness	17
Certificate of Appropriateness & Conditional Use	4
Certificate of Appropriateness & Major Impact Review	4
Conditional Use	14
Home Occupation	1
Variance	0
Preliminary Plat (Planned Unit Development)	1
Combined Preliminary & Final Plat (Subdivision)	1
Final Plat	0
Sketch Plan	11
Master Plan	2
Appeal of Code Enforcement Decision	4

These applications have included several major projects, such as:

- 351-375 North Ave, convert former orphanage building into 65 dwelling units;
- 451 Ethan Allen Pkwy, 9-unit planned unit development (preliminary plat approval);
- 311-375 North Ave, 700+ unit planned unit development (sketch plan only);
- 316-322 Flynn Ave, 32-unit mixed use building (sketch plan only);

- 72 Colchester Ave, 78-unit planned unit development (sketch plan only);
- 453 Pine St, 100,000 sf office building and associated parking (sketch plan only); and
- 85 North Ave, 56-unit residential building (sketch plan only).

Much of the redevelopment reviewed by the DRB consists of urban or industrial sites with residential or mixed commercial residential development. Review of all applications includes open public hearings with opportunity for public participation and prompt, thoughtful deliberations and decisions.

Through its representative on the Planning Commission Ordinance Committee, the DRB has played a role in proposing zoning amendments for consideration by the full Planning Commission and the City Council. A member of the DRB also serves on the Planning Commission's Long-Range Planning Committee. The DRB met with the Planning Commission, Conservation Board, and Design Advisory Board as part of a joint-board work session. The DRB also had 2 training sessions this year.

The Development Review Board relies on the City Council in order to continue to do its work well.

- We need the City Council to continue to appoint new DRB members who are open-minded, sincerely interested in understanding the CDO and the permitting process, and willing to put in the time and work required to do the DRB's work thoughtfully, efficiently, and respectfully.
- We encourage the Council to continue to work with the Planning Commission to improve the CDO to make it easier for members of the public, applicants, and board members to use, understand, and implement. While certainly not easy, efforts should be made to reduce the length and complexity of the CDO.
- The DRB gets great support from the Planning & Zoning staff. We encourage you to continue to provide the Planning & Zoning Department with the resources they need.

The DRB looks forward to another successful year in FY '17. We are always interested hearing any questions the City Council may have and in hearing feedback as to how the DRB is doing its job.

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Austin Hart, Chair

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Brad Rabinowitz, Vice Chair Jonathan Stevens

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