

Department of Permitting & Inspections

Zoning Division
645 Pine Street
Burlington, VT 05401
Telephone:(802) 865-7188

*William Ward, Director
Scott Gustin, AICP, CFM, Principal Planner
Mary O'Neil, AICP, Principal Planner
Ryan Morrison, Associate Planner
Layne Darfler, Planning Technician
Ted Miles, Zoning Specialist
Charlene Orton, Permitting & Inspections Administrator*



TO: Development Review Board
FROM: Scott Gustin
DATE: January 19, 2021
RE: 21-0530CA; 60 Institute Road

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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: RCO-RG Ward: 4N

Owner/Applicant: City of Burlington

Request: Construct interior road, demo existing dump station and two RV stanchions, construct new RV dump station with water tower.

Applicable Regulations:

Article 4 (Maps & Districts), Article 5 (Citywide General Regulations), Article 6 (Development Criteria & Guidelines)

Background Information:

The applicants are seeking approval for some minor modifications to an existing campsite area and to construct a new 85’ long interior gravel road to connect two other existing interior roads. Overall, the work is minor; however, the estimated construction cost makes this application a Level 2 Certificate of Appropriateness, and the size of the new road exceeds 500 sf and requires Development Review Board consideration.

As a municipal property, is it subject only to limited zoning review per VSA 24, Sec. 4413, *Limitations on Municipal Bylaws*, (a). Review may address location, size, height, building bulk, yards, courts, setbacks, density of buildings, off-street parking, loading facilities, traffic, noise, lighting, landscaping, and screening requirements, and only to the extent that regulations do not have the effect of interfering with the intended function or use.

Recommendation: Consent approval as per, and subject to, the following findings and conditions:

I. Findings

Article 4: Maps & Districts

Sec. 4.4.6, Recreation, Conservation, and Open Space Districts:

(a) Purpose

(2) RCO-Recreation/Greenspace (RCO-RG)

The subject property is located in the RCO-RG zone. This zone is intended primarily to provide a diversity of passive and active recreational opportunities. The proposed work will improve an existing recreational facility at the North Beach camp ground. **(Affirmative finding)**

(b) Dimensional Standards & Density

The proposed work is located far from all minimum setback requirements. No building height is affected. Lot coverage will be altered slightly. Up to 15% lot coverage is permissible, but no lot coverage information is noted on the site plan. Confirmation of acceptable lot coverage is required. **(Affirmative finding as conditioned)**

(c) Permitted & Conditional Uses

The outdoor recreational use of the subject property is permitted in the RCO-RG zone and will not change. **(Affirmative finding)**

(d) District Specific Regulations

Not applicable.

Article 5: Citywide General Regulations

Sec. 5.2.3, Lot Coverage Requirements

See Sec. 4.4.6 (b) above.

Sec. 5.2.4, Buildable Area Calculation

Not applicable.

Sec. 5.2.5, Setbacks

See Sec. 4.4.6 (b) above.

Sec. 5.2.6, Building Height Limits

See Sec. 4.4.6 (b) above.

Sec. 5.2.7, Density and Intensity of Development Calculations

See Sec. 4.4.6 (b) above.

Sec. 5.5.1, Nuisance Regulations

Nothing in the proposal appears to result in creating a nuisance under this criterion. **(Affirmative finding)**

Sec. 5.5.3, Stormwater and Erosion Control

As this project entails more than 400 sf of earthwork, an erosion control plan is required. Such a plan has been submitted for review and approval by the city's stormwater program staff.

(Affirmative finding as conditioned)

Article 6: Development Review Standards

Part 1, Land Division Design Standards

No subdivision is proposed. Not applicable.

Part 2, Site Plan Design Standards

Sec. 6.2.2, Review Standards

(a) Protection of important natural features

The property is public open space and runs down to the Lake Champlain Shoreline – an identified significant natural area. The area of construction associated with this application is far from the shoreline and is not within any identified significant natural area. No impacts to significant natural areas are included in this application. **(Affirmative finding)**

(b) Topographical alterations

Not applicable per 24 VSA, Sec. 4413.

(c) Protection of important public views

Not applicable per 24 VSA, Sec. 4413.

(d) Protection of important cultural resources

Not applicable per 24 VSA, Sec. 4413.

(e) Supporting the use of alternative energy

Not applicable per 24 VSA, Sec. 4413.

(f) Brownfield sites

Not applicable per 24 VSA, Sec. 4413.

(g) Provide for nature's events

Not applicable per 24 VSA, Sec. 4413. Chapter 26: Wastewater, Stormwater, and Pollution Control is a separate city ordinance that governs stormwater and erosion control standards. As a result, the project still must comply with the standards of Chapter 26. As required, an erosion prevention and sediment control plan has been provided. See Sec. 5.5.3.

(h) Building location and orientation

Not applicable. No building location or orientation will be affected by this work.

(i) Vehicular access

Not applicable per 24 VSA, Sec. 4413.

(j) Pedestrian access

Not applicable per 24 VSA, Sec. 4413.

(k) Accessibility for the handicapped

Not applicable per 24 VSA, Sec. 4413. Applicable accessibility requirements under the City's building code continue to apply.

(l) Parking and circulation

Parking will be unaffected by the proposed work. The proposed interior road will provide additional linkage between two existing interior roads. As the proposed interior road is not a circulation aisle, there are no applicable dimensional requirements beyond setbacks and the lot coverage maximum. **(Affirmative finding)**

(m) Landscaping, fences, and retaining walls

No landscaping plan is included in the application. The few site items to be removed will be converted to green space. No additional fencing or retaining walls are proposed. **(Affirmative finding)**

(n) Public plazas and open space

No public plazas are included in this application, nor are they required. The entire property is public open space and will remain so. The work is intended to improve an existing space within the North Beach camp ground. **(Affirmative finding)**

(o) Outdoor lighting

No new outdoor lighting is proposed. Not applicable.

(p) Integrate infrastructure into the design

The new RV dump station and water service are utilitarian in nature and amount to a concrete pad and piping. A gravel dumpster pad is noted at the southern end of the proposed interior road. No screening is noted and is required. Stockade fencing or similar on 3 sides would be sufficient. **(Affirmative finding as conditioned)**

Part 3, Architectural Design Standards

Sec. 6.3.2, Review Standards

No building alterations are proposed. Not applicable.

II. Conditions of Approval

1. **Prior to release of the zoning permit**, revised plans shall be submitted subject to staff review and approval. Revisions shall depict:
 - a. Existing and proposed lot coverage area (square feet and percentage); and,
 - b. Dumpster screening details (stockade fence or similar).
2. **Prior to release of the zoning permit**, written approval of erosion control plan shall be obtained from the Stormwater Administrator.
3. The Applicant/Property Owner is responsible for obtaining all necessary Zoning Permits and Building Permits through the Department of Permitting & Inspections as well as other permit(s) as may be required.
4. Standard permit conditions 1-15.