

Department of Permitting & Inspections

Zoning Division
645 Pine Street
Burlington, VT 05401
Telephone:(802) 865-7188
(802) 865-7195 (FAX)
(802) 865-7142 (TTY)

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



MEMORANDUM

To: Development Review Board
From: Ryan Morrison, Associate Planner
Date: December 1, 2020
RE: 21-0076CA/CU; 400 North Street

=====

This application to remove an existing garage, construct a new detached accessory dwelling unit structure and associated driveway, and reconfigure the existing parking area serving the existing residence was first heard at the September 15, 2020 DRB meeting. Additional information was requested by the Board, and the public hearing was continued to the October 20, 2020 DRB meeting date. Lacking the requested information at the October 20th meeting, the hearing was continued again to the December 1, 2020 DRB meeting.

The additional information requested included notification that the associate Erosion Prevention and Sediment Control (EPSC) and stormwater plans have been approved by the Stormwater Program Manager, and information/drawings of the proposed driveway serving the ADU unit. To date, only driveway plans have been submitted, along with a maintenance plan for catch basin 5262. Approved EPSC and stormwater plans are still pending. The applicant has indicated that he hopes to be able to have those ready by the December 1st DRB meeting.

Unless the requested information is submitted in time for the December 1, 2020 DRB meeting, the DRB may continue the hearing to a later meeting date within the 6 month lifetime of the pending permit application (submitted July 21, 2020), or deny the application based on a lack of required information. If continued, the latest DRB meeting for this item to be heard within the 6 month timeframe is January 19, 2021. Otherwise, the applicant will have to request an extension to the permit's timeframe.