

Burlington Development Review Board

Department of Permitting & Inspections
645 Pine Street
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AJ LaRosa
Caitlin Halpert
Evan Gould
Geoff Hand
Sean McKenzie
Leo Sprinzen
Miles Waite
Marina Campbell, (Alternate)
Chase Taylor, (Alternate)



BURLINGTON DEVELOPMENT REVIEW BOARD Wednesday, March 25, 2026, 5:00 PM MINUTES

Hybrid & In Person (at 645 Pine Street) Meeting

Board Members Present: AJ LaRosa, Caitlin Halpert, Evan Gould (Remote), Geoff Hand (5:05 PM), Sean McKenzie, Miles Waite (Remote), and Chase Taylor

Board Members Absent: Leo Sprinzen and Marina Campbell

Staff Members Present: Scott Gustin, Mary O'Neil, Kirk Dressing, and Joseph Cava

Staff Members Absent: Collin Naheedy

- I. **Agenda**
- II. **Communications**
- III. **Minutes**
- IV. **Consent**

1. **ZP-26-54; 49 Henderson Terrace (RL, Ward 6) Elizabeth Halpern / Alex Halpern**
Proposed replacement of an existing garage with a new garage. (Project Manager, Mary O'Neil)
Alex Halpern, owner, present

Caitlin Halpert: Is the applicant here?

AJ LaRosa: This item is marked as consent. Has the applicant had a chance to review the staff report, and do you have any comments or questions?

Alex Halpern: Yes, and no questions.

AJ LaRosa: Would anyone on this Board have an issue with treating this item as consent? Hearing none, are there any questions or comments from members of the Board? Hearing none, are there any questions or comments from members of the public in attendance? Hearing none, would someone like to make a motion?

AJ LaRosa: Motioned to approve and adopt staff findings and recommendations, Chase Taylor 2nd.
Vote 6-0. Motion carried.

2. **ZP-26-42; 5 Crescent Road (RL, Ward 6) Robert Stumler / Jane Dunbar**
Proposed establishment of bakery home occupation. (Project Manager, Kirk Dressing)
Jane Dunbar, owner, present

AJ LaRosa: This item is marked as consent. Has the applicant had a chance to review the staff report, and do you have any comments or questions?

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Jane Dunbar: Yes, and no questions.

AJ LaRosa: Would anyone on this Board have an issue with treating this item as consent? Hearing none, are there any questions or comments from members of the Board? Hearing none, are there any questions or comments from members of the public in attendance? Hearing none, would someone like to make a motion?

AJ LaRosa: Motioned to approve and adopt staff findings and recommendations, Caitlin Halpert 2nd. Vote 6-0. Motion carried.

- 3. ZP-25-615; 72-74 Cedar Street (RM, Ward 2) Lois Grimard / Bradley Grimard**
Proposed establishment of a pottery home occupation. (Project Manager, Kirk Dressing)
Bradley Grimard: Sworn in.

AJ LaRosa: This item is marked as consent. Has the applicant had a chance to review the staff report, and do you have any comments or questions?

Bradley Grimard: Yes, and no questions.

AJ LaRosa: Would anyone on this Board have an issue with treating this item as consent? Hearing none, are there any questions or comments from members of the Board? Hearing none, are there any questions or comments from members of the public in attendance? Hearing none, would someone like to make a motion?

AJ LaRosa: Motioned to approve and adopt staff findings and recommendations, Caitlin Halpert 2nd. Vote 6-0. Motion carried.

V. Public Hearing

- 1. ZP-26-69; 125 Lakeside Avenue (E-LM, Ward 5) Ride Your Bike, LLC / John Caulo**
Final plat application for 3-lot subdivision. (Project Manager, Scott Gustin)

AJ LaRosa: We previously reviewed this project under the preliminary plat review. Are there any questions or comments from members of the Board? Hearing none, are there any questions or comments from members of the public in attendance? Hearing none, would someone like to make a motion?

AJ LaRosa: Motioned to approve and adopt staff findings and recommendations, Caitlin Halpert 2nd. Vote 6-0. Motion carried.

VI. Certificate of Appropriateness

- 1. ZP-25-378; 451 Appletree Point Road (RL, Ward 4) Jamie Spano**
Proposed after-the-fact tree removal and replacement/extension of deteriorated seawall. (Project Manager, Scott Gustin)
Jamie Spano, owner, present

AJ LaRosa: Can you tell us about this project?

Jamie Spano: We replaced the seawall and stairs down to Lake Champlain. There was an old garage that was converted into a bluestone patio in addition to some tree clearing.

AJ LaRosa: Are there any questions or comments from members of the Board?

Evan Gould: I did not see a patio on the revised project plans, can you clarify?

Jamie Spano: It was the foundation for the garage structure.

Scott Gustin: There used to be a small boathouse. It was to be removed and converted to green space, but the applicant decided to replace it with a patio instead. As an existing encroachment into the lakeshore setback, keeping it is acceptable but will require a reduction in area of 11 square feet. The second patio next to it is an impermissible encroachment into the lakeshore setback and need to be removed.

Geoff Hand: How do you feel about a condition for removal?

Jamie Spano: We would rather retain what we have.

AJ LaRosa: Is there a waiver for the setback?

Scott Gustin: No. The Conservation Board is more focused on the tree removal and replanting than the installed patio.

AJ LaRosa: Are there any additional questions or comments from members of the Board?

Miles Waite: Has the applicant already removed the peastone riverwalk?

Jamie Spano: No, we are waiting for a decision and for the snow to melt.


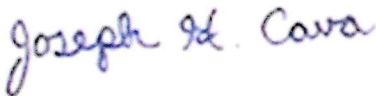
Miles Waite: So it will be replanted to low mow conditions?

Jamie Spano: Yes.

AJ LaRosa: Are there any questions or comments from members of the public in attendance?
Hearing none, we will close the hearing on this item to deliberate on this evening's items.

VII. Adjournment

Hearing closed at 5:15 PM.

	4-21-26
Alexander J. LaRosa, Chair of Development Review Board	Date
	4-21-26
Joseph H. Cava, Permitting & Inspections Permit Technician	Date

Plans may be viewed upon request by contacting the Department of Permitting & Inspections between the hours of 8:00 a.m. and 4:30 p.m. Participation in the DRB proceeding is a prerequisite to the right to take any subsequent appeal. Please note that ANYTHING submitted to the Zoning office is considered public and cannot be kept confidential. This may not be the final order in which items will be heard. Please view final Agenda, at www.burlingtonvt.gov/dpi/drb/agendas or the office notice board, one week before the hearing for the order in which items will be heard.

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