

Burlington Design Advisory Board
645 Pine Street
Burlington, VT 05401
www.burlingtonvt.gov/DPI/DAB
Phone: (802) 865-7188

Ron Wanamaker
Emily Morse
Richard Martin
Gabriel Stadecker
Jay White
Kathleen Ryan, Alt
Vacant, Alt



Design Advisory Board

Tuesday, May 26, 2026, 3:00 PM

Remote and In Person (at 645 Pine Street) Meeting

Please click the link below to join the webinar:

Zoom: <https://us02web.zoom.us/j/87155655137?pwd=ZEdGaGhxeFpRNDJQcFJrNWkvb1Vudz09>

Webinar ID: 871 5565 5137
Passcode: 796731

Telephone: US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782

1. Agenda

1.1. Session I - 3:00 pm - 3:30 pm
ZP-26-105; 757 South Prospect St (RL, Ward 6) Jane Alsofrom
Proposed exterior renovations included reducing size of porches, new patio, new siding, two new windows, two new wooden doors, new sliding glass door, and garage door. (Project Manager, Kirk Dressing)

2. Informational and Non-Discrimination Statements

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information. The City is also committed to providing proper access to services, facilities and employment opportunities. The programs and services of the City of Burlington are accessible to people with disabilities. Individuals who require special arrangements, auxiliary aid, service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City of Burlington, should contact the office of the Title II Burlington ADA Coordinator at 802-865-7000 as soon as possible but no later than 48 hours before the scheduled event.

3. Adjournment



1 NORTHEAST PERSPECTIVE
NOT TO SCALE



1 **NORTHWEST PERSPECTIVE**
NOT TO SCALE



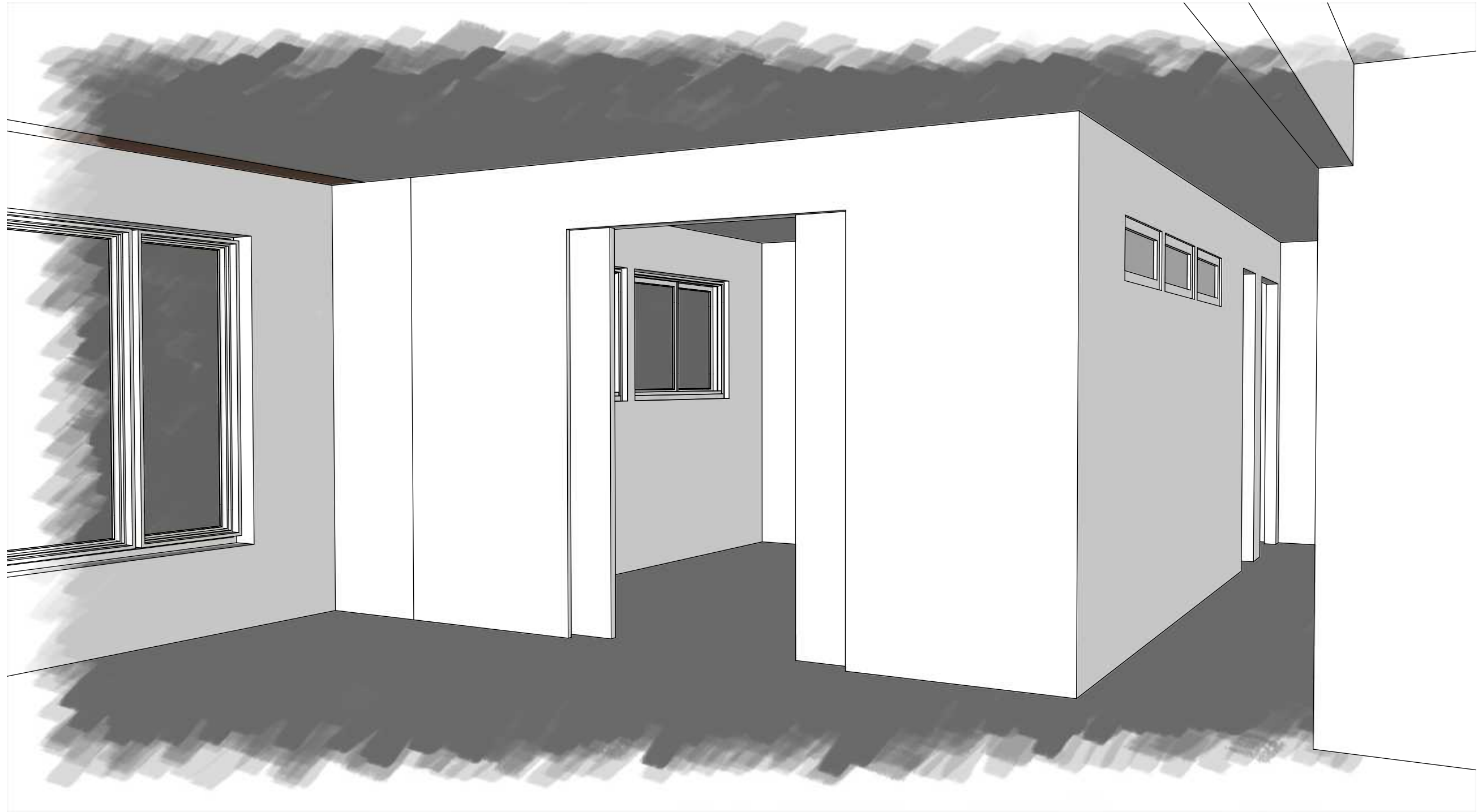
1 WEST PERSPECTIVE
NOT TO SCALE



1 **SOUTHWEST PERSPECTIVE**
NOT TO SCALE



1 SOUTH PERSPECTIVE
NOT TO SCALE



1 INTERIOR PERSPECTIVE
NOT TO SCALE



1 INTERIOR PERSPECTIVE
NOT TO SCALE



EXISTING DECKS:

FRONT: 128 S.F.
REAR: 144 S.F.

TOTAL: 272 S.F.

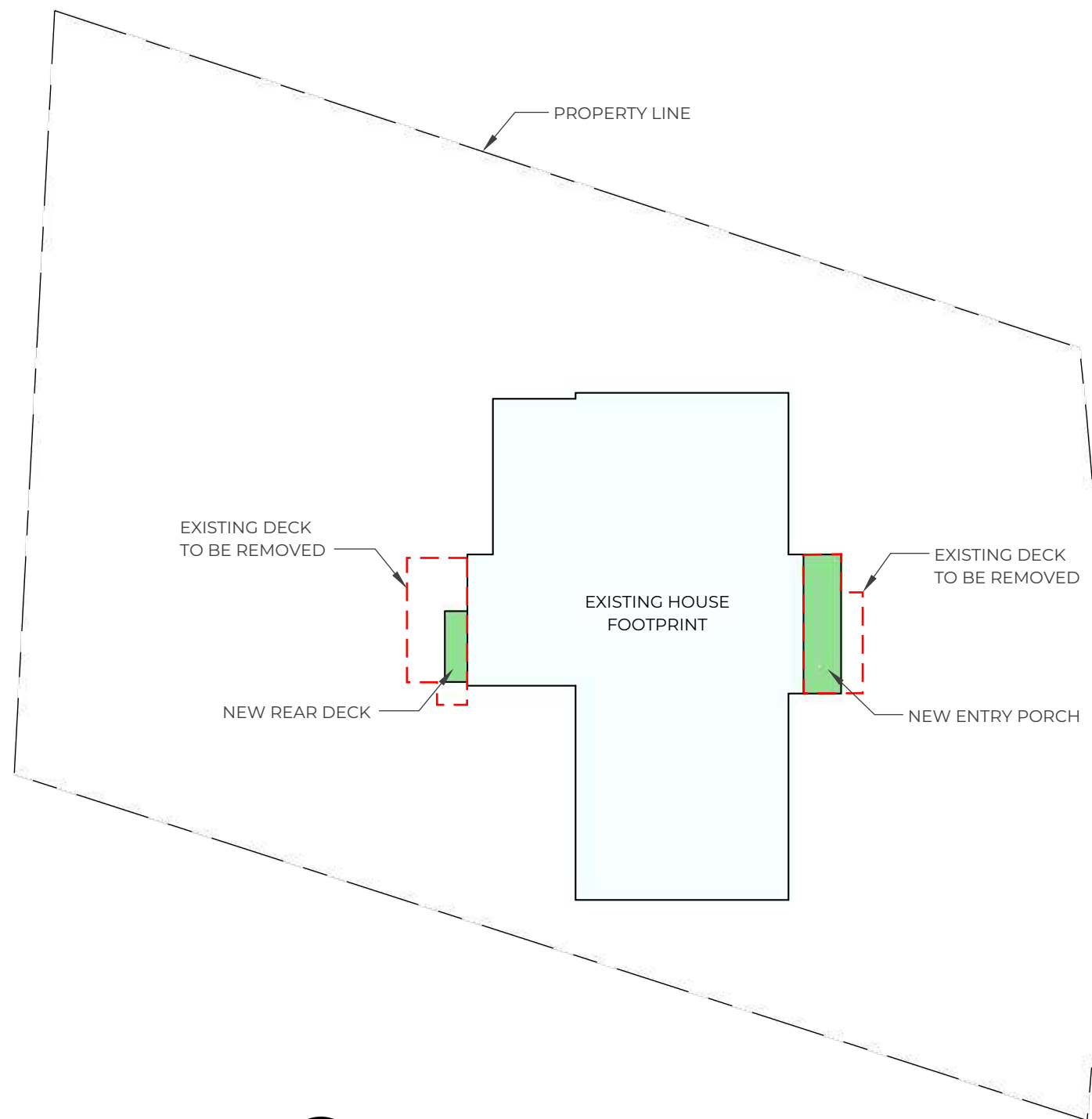


PROPOSED DECKS:

FRONT: 91 S.F.
REAR: 29 S.F.

TOTAL: 120 S.F.

TOTAL REDUCTION: 152 S.F.



1 **FIRST FLOOR PLAN**
SCALE: 1" = 20'



FRONT DOORS
SIMPSON, SOLID FIR



GARAGE DOOR
CUSTOM SOLID FIR



ALL OTHER NEW DOORS
MARVIN ELEVATE
EBONY



Ebony



ALL NEW WINDOWS
MARVIN ELEVATE
EBONY



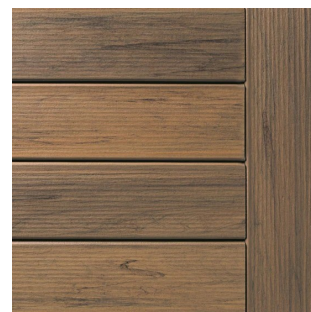
ASPHALT SHINGLE
ROOF TO MATCH EXISTING



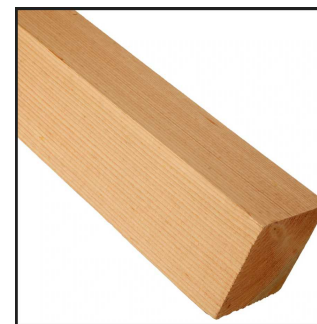
VERTICAL SIDING
PAINTED CYPRUS
1x8 SHIPLAP



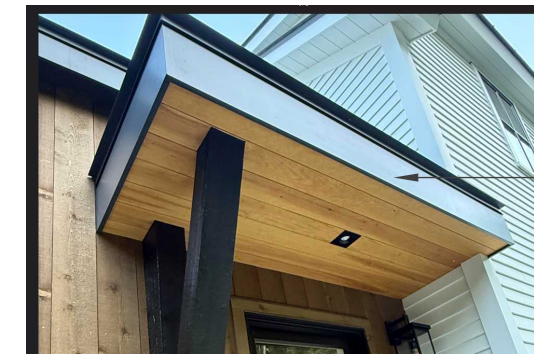
HORIZONTAL SIDING
PAINTED CYPRUS
1x10 SHIPLAP



TIMBERTECH DECKING
AND STAIR TREADS

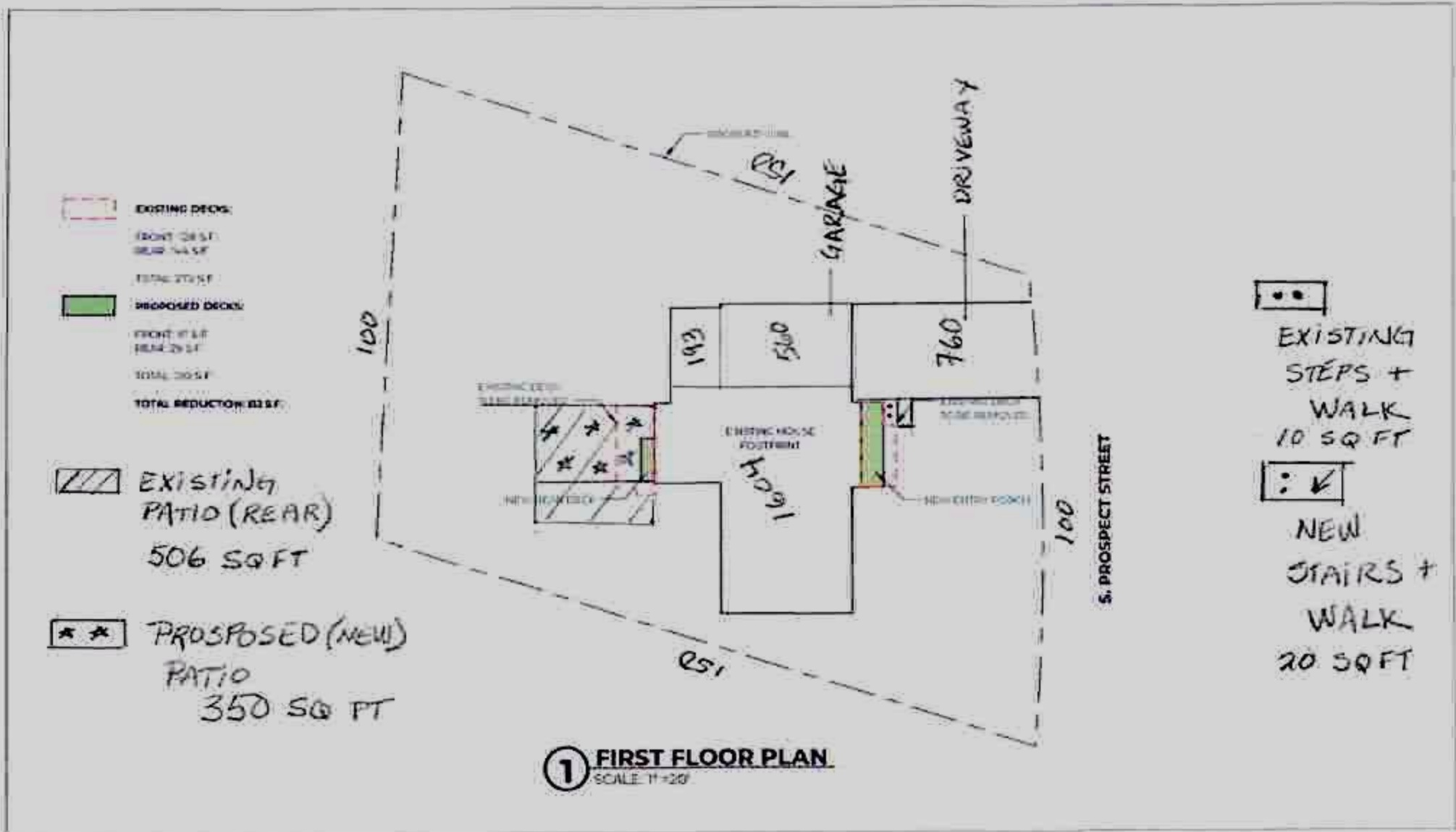


PORCH POSTS
FIR 6x6



EXTERIOR TRIM
LIFESPAN WOOD 1x,
PAINTED TO MATCH
SIDING

EXTERIOR CEILINGS AND SOFFIT
NATURAL PINE SQUARE EDGE
TONGUE AND GROOVE



ALSO FROM RESIDENCE

SKI

BRAESIDE ALSOFROM

Quote #: TJYX23E

A Proposal for Window and Door Products prepared for:

Job Site:

05401

Shipping Address:

RK MILES INC-MIDDLEBURY
88 Exchange St
Middlebury, VT 05753

Project Description:

*ELEVATE
EBONY EXTERIOR
WHITE INT*

Featuring products from:



VERMONT

Manchester Center • Middlebury • Morrisville
Barre • Stowe • St. Johnsbury • Waitsfield

MASSACHUSETTS
Williamstown • West Hatfield

rkiles.com

TOM HART
RK MILES INC-MIDDLEBURY
PO BOX 746
MIDDLEBURY, VT 05753-0746
Phone: (802) 385-1134

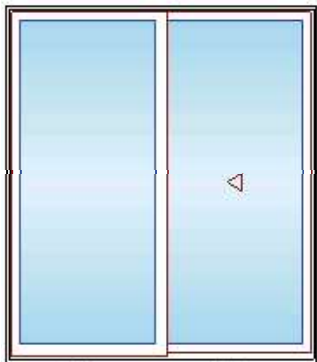
Email: tomhart@rkiles.com

This report was generated on 2/23/2026 2:03:55 PM using the Marvin Order Management System, version 0004.20.00 (Current). Price in USD. Unit availability and price are subject to change. Dealer terms and conditions may apply.

LINE ITEM QUOTES

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes. Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

Line #1	Mark Unit: SLIDING PATIO DOOR	Net Price:		2,541.49
Qty: 1		Ext. Net Price:	USD	2,541.49



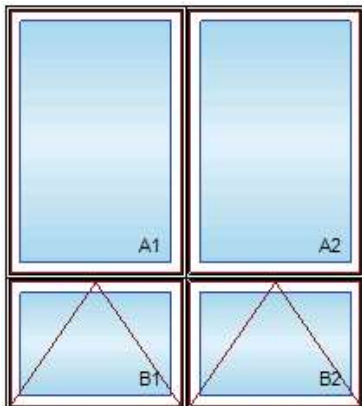
As Viewed From The Exterior

CN 6065
FS 71" X 79 1/2"
RO 72" X 80"
Egress Information
 Width: 29 17/64" Height: 74 47/64"
 Net Clear Opening: 15.19 SqFt
Performance Information
 U-Factor: 0.28
 Solar Heat Gain Coefficient: 0.33
 Visible Light Transmittance: 0.58
 Condensation Resistance: 57
 CPD Number: MAR-N-429-01480-00001

Ebony Exterior
 White Interior
 Elevate Sliding Patio Door OX
 CN 6065
 Rough Opening 72" X 80"
 Left Panel
 Ebony Exterior
 White Interior
 IG - 1 Lite
 Tempered Low E2 w/Argon
 Silver Stainless Steel Perimeter Bar
 Right Panel
 Ebony Exterior
 White Interior
 IG - 1 Lite
 Tempered Low E2 w/Argon
 Silver Stainless Steel Perimeter Bar
 White Interior Weather Strip Package
 Cambridge Handle Matte Black Exterior Primary Handle Set
 Cambridge Handle White Interior Primary Handle Set
 Non Keyed
 Exterior Sliding Screen
 Ebony Surround
 Bright View Mesh
 ***Screen/Combo Ship Loose
 Bronze Ultrex Sill / Black Weather Strip
 4 9/16" Jambs
 Nailing Fin

*****Note: Unit Availability and Price is Subject to Change**

Line #2	Mark Unit: FRONT WINDOW	Net Price:		2,453.74
Qty: 1		Ext. Net Price:	USD	2,453.74



As Viewed From The Exterior

FS 64" X 70 1/4"

Ebony Exterior
 White Interior
 2W2H - Rectangle Assembly
 Assembly Rough Opening
 65" X 70 3/4"
 Unit: A1
 Elevate Casement - Stationary
 CN 3347
 Rough Opening 33" X 47 5/8"
 Ebony Exterior
 White Interior
 IG - 1 Lite
 Low E2 w/Argon
 Silver Stainless Steel Perimeter Bar

Unit: A2
 Elevate Casement - Stationary
 CN 3347
 Rough Opening 33" X 47 5/8"
 Ebony Exterior

RO 65" X 70 3/4"
Egress Information A1, A2, B1, B2
 No Egress Information available.
Performance Information A1, A2
 U-Factor: 0.27
 Solar Heat Gain Coefficient: 0.3
 Visible Light Transmittance: 0.51
 Condensation Resistance: 59
 CPD Number: MAR-N-250-01012-00001
Performance Information B1, B2
 U-Factor: 0.27
 Solar Heat Gain Coefficient: 0.3
 Visible Light Transmittance: 0.51
 Condensation Resistance: 57
 CPD Number: MAR-N-251-01180-00001

White Interior
 IG - 1 Lite
 Low E2 w/Argon
 Silver Stainless Steel Perimeter Bar

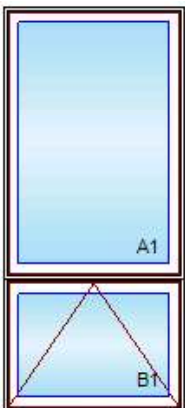
Unit: B1
 Elevate Awning - Roto Operating
 CN 3323
 Rough Opening 33" X 23 5/8"
 Ebony Exterior
 White Interior
 IG - 1 Lite
 Low E2 w/Argon
 Silver Stainless Steel Perimeter Bar
 White Folding Handle
 Interior Aluminum Screen
 Bright View Mesh
 White Surround

Unit: B2
 Elevate Awning - Roto Operating
 CN 3323
 Rough Opening 33" X 23 5/8"
 Ebony Exterior
 White Interior
 IG - 1 Lite
 Low E2 w/Argon
 Silver Stainless Steel Perimeter Bar
 White Folding Handle
 Interior Aluminum Screen
 Bright View Mesh
 White Surround

4 9/16" Jamb
 Nailing Fin

*****Note: Unit Availability and Price is Subject to Change**

Line #3	Mark Unit: FRONT WINDOW	Net Price:		1,226.87
Qty: 1		Ext. Net Price:	USD	1,226.87



As Viewed From The Exterior

FS 32" X 70 1/4"
RO 33" X 70 3/4"
Egress Information A1, B1
 No Egress Information available.
Performance Information A1
 U-Factor: 0.27
 Solar Heat Gain Coefficient: 0.3
 Visible Light Transmittance: 0.51
 Condensation Resistance: 59
 CPD Number: MAR-N-250-01012-00001

Ebony Exterior
 White Interior
 1W2H - Rectangle Assembly
 Assembly Rough Opening
 33" X 70 3/4"

Unit: A1
 Elevate Casement - Stationary
 CN 3347
 Rough Opening 33" X 47 5/8"
 Ebony Exterior
 White Interior
 IG - 1 Lite
 Low E2 w/Argon
 Silver Stainless Steel Perimeter Bar

Unit: B1
 Elevate Awning - Roto Operating
 CN 3323
 Rough Opening 33" X 23 5/8"
 Ebony Exterior
 White Interior
 IG - 1 Lite
 Low E2 w/Argon
 Silver Stainless Steel Perimeter Bar
 White Folding Handle
 Interior Aluminum Screen
 Bright View Mesh
 White Surround
 4 9/16" Jamb
 Nailing Fin

Performance Information B1

U-Factor: 0.27
 Solar Heat Gain Coefficient: 0.3
 Visible Light Transmittance: 0.51
 Condensation Resistance: 57
 CPD Number: MAR-N-251-01180-00001

*****Note: Unit Availability and Price is Subject to Change**

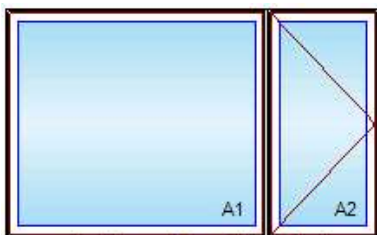
Line #4	Mark Unit: FRONT WINDOW MULL KIT	Net Price:		45.47
Qty: 1		Ext. Net Price:	USD	45.47

No Image Available

Marvin Parts

39258604 MULL KIT-WHITE FINISH-ELAWN/ELCA-UP TO CN71, 72"

Line #6	Mark Unit: BAY REPLACEMENT W/ CASEMENT	Net Price:		1,739.79
Qty: 1		Ext. Net Price:	USD	1,739.79



As Viewed From The Exterior

FS 80" X 48"
RO 81" X 48 1/2"
Egress Information A1
 No Egress Information available.
Egress Information A2
 Width: 15 15/64" Height: 43 19/32"
 Net Clear Opening: 4.61 SqFt
Performance Information A1
 U-Factor: 0.27
 Solar Heat Gain Coefficient: 0.34
 Visible Light Transmittance: 0.58
 Condensation Resistance: 56
 CPD Number: MAR-N-252-01588-00001
Performance Information A2
 U-Factor: 0.27
 Solar Heat Gain Coefficient: 0.3
 Visible Light Transmittance: 0.51
 Condensation Resistance: 59
 CPD Number: MAR-N-250-01012-00001

Ebony Exterior
 White Interior
 2W1H - Rectangle Assembly
 Assembly Frame Size
 80" X 48"
 Assembly Rough Opening
 81" X 48 1/2"
 Unit: A1
 Elevate Casement Picture
 Basic Frame 56" X 48"
 Standard CN Width 57
 Rough Opening 57" X 48 1/2"
 Ebony Exterior
 White Interior
 IG - 1 Lite
 Low E2 w/Argon
 Silver Stainless Steel Perimeter Bar

Unit: A2
 Elevate Casement - Right Hand
 CN 25 X Basic Frame 48"
 Rough Opening 25" X 48 1/2"
 Ebony Exterior
 White Interior
 IG - 1 Lite
 Low E2 w/Argon
 Silver Stainless Steel Perimeter Bar
 White Folding Handle
 Interior Aluminum Screen
 Bright View Mesh
 White Surround
 4 9/16" Jambs
 Nailing Fin

*****Note: Unit Availability and Price is Subject to Change**

Project Subtotal Net Price: USD 8,007.36
 7.000% Sales Tax: USD 560.52
 Project Total Net Price: USD 8,567.88

TERMS AND CONDITIONS

Proposal is valid for 30 days from the issue date.

All materials must be picked up or delivered within 60 days of the invoice date. Items held beyond this period will incur a minimum storage fee of \$50.00 per month, billed monthly and payable prior to release. Materials not picked up within 180 days may be considered abandoned and subject to resale or disposal without further notice. Any deposit or payment made will be forfeited.

Verification of all quantities, specifications and sizing is the responsibility of the owner, builder, architect.

Order will not be placed until a signed copy of this proposal is returned to r.k. Miles, Inc.

ALL SPECIAL ORDERS ARE NON-RETURNABLE, NO EXCEPTIONS.

For cash account customers, special orders that are less than \$2,500.00 require payment in full at time of purchase. For orders in excess \$2,500, a deposit of 60% is required when the order is placed, and the remaining balances will be due when orders are received by r.k. Miles, Inc. Deposits are payable by cash, check, debit, or credit card. Charge account customers will be handled on a case-by-case basis.

Price increases outside of our control such as tariffs, pandemics, regulatory changes, material shortages, market volatility, etc. may affect pricing on quotes/estimates.

Requested changes or cancellations may not be accepted and, if approved, may result in additional charges.

PRODUCT AND PERFORMANCE INFORMATION

NFRC Ratings:

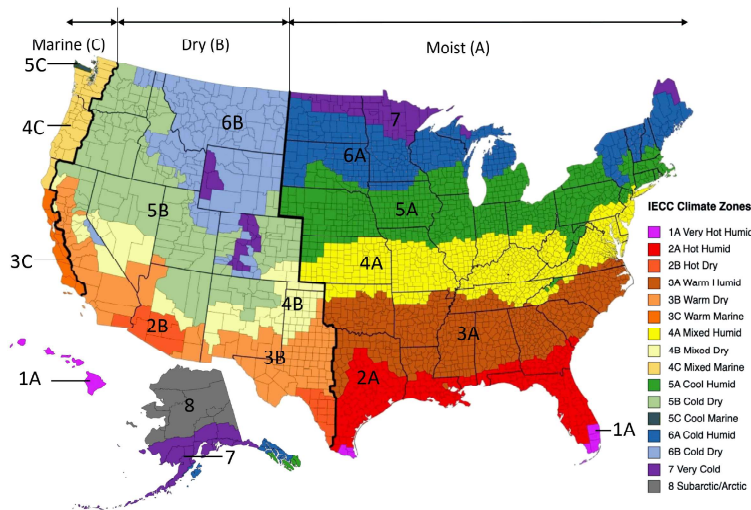
NFRC energy ratings may vary depending on the exact configuration of glass thickness used on the unit. NFRC energy values and ratings may change over time due to ongoing product changes, updated test results or requirements. NFRC values and ratings are finalized on the date of manufacture.

The National Fenestration Rating Council (NFRC) has developed and operates a uniform rating system for the energy performance of fenestration products, including windows, doors and skylights. For additional information regarding this rating system, see www.nfrc.org.

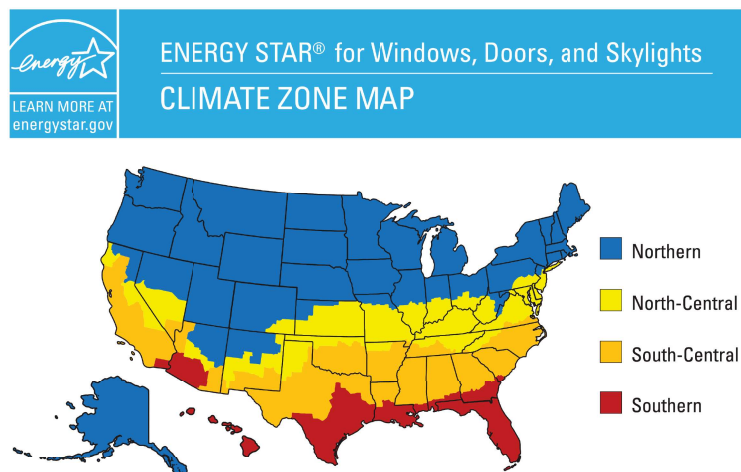
Code (residential, building or energy) Compliance:

Determining the suitability and compliance with state, provincial, local, or other applicable building codes or standards, including energy codes, is the responsibility of the buyer, user, architect, contractor, installer, and/or other construction professional.

2021 IECC Climate Zone Map:



ENERGY STAR Version 7 Climate Zone Map:



PURCHASE APPROVAL/SIGN OFF

Project Subtotal Net Price: USD	8,007.36
7.000% Sales Tax: USD	560.52
Project Total Net Price: USD	8,567.88

I have reviewed all line item quotes in detail and agree that the product specifications and pricing are accurate, and I approve the project for order. I acknowledge that additional charges, tax or Terms and Conditions may apply.

Seller: _____

Buyer: _____

STATE OF VERMONT Division for Historic Preservation Montpelier, VT 05602 HISTORIC SITES & STRUCTURES SURVEY Individual Structure Survey Form		SURVEY NUMBER: 104	
COUNTY: Chittenden		Part of: <input type="checkbox"/> District _____ <input type="checkbox"/> Complex _____	
TOWN: Burlington VILLAGE:		Contributing <input type="checkbox"/> Non-Contributing <input type="checkbox"/>	
LOCATION: 757 South Prospect Street		Listed on: State Register of Historic Places National Register of Historic Places	
PROPERTY TYPE: House		CRITERIA: A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/>	
OWNER: Emma M. Carlson ADDRESS:		NEGATIVE FILE NUMBER:	
ACCESSIBILITY TO PUBLIC: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Restricted <input type="checkbox"/>		COORDINATES: UTM (ZONE 18) E 0 N 0 VSP (NAD 83) E 444225.24608 N 217920.07893 E911 E E N N	
HISTORIC CONTEXT: Automobile Suburbs; Physical Patterns of Communities;		PRESENT FORMAL NAME:	
SIGNIFICANCE: Architectural <input checked="" type="checkbox"/> Historic <input type="checkbox"/> Archeological <input type="checkbox"/> Engineering <input type="checkbox"/>		COMMON NAME: 757 South Prospect Street	
LEVEL OF SIGNIFICANCE: Local <input checked="" type="checkbox"/> State <input type="checkbox"/> National <input type="checkbox"/>		ORIGINAL FORMAL NAME:	
PHYSICAL CONDITION OF STRUCTURE: Excellent <input checked="" type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor <input type="checkbox"/>		PRESENT USE: House	
GENERAL DESCRIPTION: 1. Foundation: Stone <input type="checkbox"/> Brick <input type="checkbox"/> Concrete <input checked="" type="checkbox"/> Concrete Block <input type="checkbox"/> 2. Wall Structure: a. Wood Frame: Post & Beam <input type="checkbox"/> Balloon <input checked="" type="checkbox"/> b. Load Bearing Masonry: Brick <input type="checkbox"/> Stone <input type="checkbox"/> Concrete <input type="checkbox"/> Concrete Block <input type="checkbox"/> Bonding Pattern: c. Iron <input type="checkbox"/> Steel <input type="checkbox"/> e. Other: 3. Wall Covering: Clapboard <input type="checkbox"/> Board & Batten <input type="checkbox"/> Wood Shingle <input type="checkbox"/> Shiplap <input type="checkbox"/> Novelty <input type="checkbox"/> Asbestos Shingle <input type="checkbox"/> Sheet Metal <input type="checkbox"/> Aluminum & Asphal Siding <input checked="" type="checkbox"/> Brick Veneer <input type="checkbox"/> Stone Veneer <input type="checkbox"/> Bonding Pattern: Other: 4. Roof Structure: a. Truss: Wood <input checked="" type="checkbox"/> Iron <input type="checkbox"/> Steel <input type="checkbox"/> Concrete <input type="checkbox"/> b. Other: 5. Roof Covering Slate <input type="checkbox"/> Wood Shingle <input type="checkbox"/> Asphalt Shingle <input type="checkbox"/> Sheet Metal <input type="checkbox"/> Built Up <input type="checkbox"/> Rolled <input type="checkbox"/> Tile <input type="checkbox"/> Other: 6. Engineering Structure: 7. Other: 8. Appendages: Porches <input type="checkbox"/> Towers <input type="checkbox"/> Cupolas <input type="checkbox"/> Dormers <input type="checkbox"/> Chimneys <input checked="" type="checkbox"/> Shed <input type="checkbox"/> Ells <input type="checkbox"/> Wings <input type="checkbox"/> Bay Window <input type="checkbox"/> Other: 9. Roof Styles: Gable <input checked="" type="checkbox"/> Hip <input type="checkbox"/> Shed <input type="checkbox"/> Flat <input type="checkbox"/> Mansard <input type="checkbox"/> Gambrel <input type="checkbox"/> Jerkinhead <input type="checkbox"/> Saw Tooth <input type="checkbox"/> With Monitor <input type="checkbox"/> With Bellcast <input type="checkbox"/> With Parapet <input type="checkbox"/> With False Front <input type="checkbox"/> Other: Number of Stories: 1 Entrance Location: eave Number of Bays: 5x2 Approximate Dimensions: 30x12		ORIGINAL USE: House	
		ARCHITECT/ENGINEER:	
		BUILDER/CONTRACTOR:	
		STYLE: Ranch;	
		PLAN: Not Assessed/Don't Know	
		DATE BUILT: ca.1957	

ADDITIONAL ARCHITECTURAL OR STRUCTURAL DESCRIPTION:

Additional Features:

Additional Description:

757 South Prospect Street is a one-story, eaves-front Ranch style structure, featuring a projecting, front-facing gable wall, into which the right-bay entrance and a large picture window open; paired casement windows abutting the fascia; and one-bay garage is fully encompassed into the northerly end of the structure.

RELATED STRUCTURES:

Garage - One-bay Garage; Garage - Attached Garage

STATEMENT OF SIGNIFICANCE:

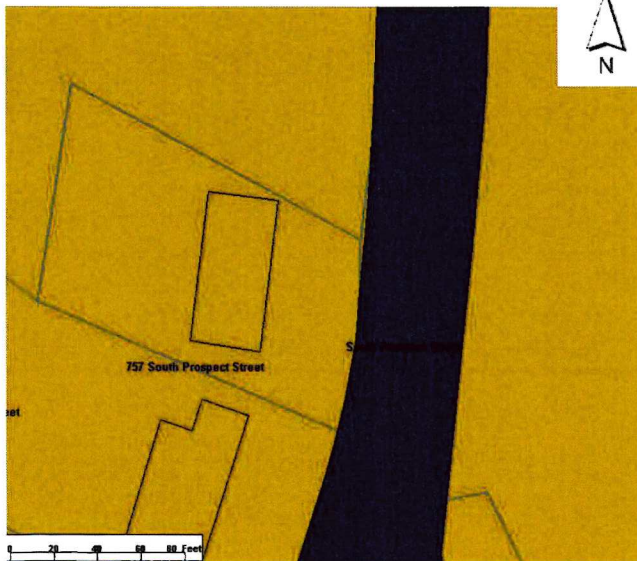
Thomas A. Farrell purchased the lot of 757 South Prospect Street on March 10, 1944. Farrell is noted as purchasing several Prospect Park properties on that date and reselling them several years later for a profit. The property also passed through the hands of Gerard F. Roberts before the construction of the house, around 1957, by Chester and Clara Cooks. The Cooks resided at this address until around 1962, at which time the current owners, George A. and Emma M. Carlson, purchased the house.

757 South Prospect Street is an excellent example of a simple Ranch style, as popularized in the 1950s post-war housing boom. The large picture window and casement windows provide a modern aesthetic, while the restrained form and prominent front-facing gable recall the traditional designs of the Colonial Revival and Minimal Traditional structures of the neighborhood. This merging of modern and historic elements characterizes the Prospect Park development.

REFERENCES:

Burlington Annual Reports; Burlington Street Cards, Courtesy of the University of Vermont Library Research Annex; Mannings Burlington City Directories; "Prospect Park", File Folder, Courtesy of the University of Vermont Special Collections; Sanborn Fire Insurance Maps

MAP: (Indicate North in Circle)



SURROUNDING ENVIRONMENT:

- Open
- Scattered Buildings
- Densely Built Up
- Residential
- Agricultural
- Roadside Strip Development
- Designed Landscape Features
- Other:
- Woodland
- Moderately Built Up
- Commercial
- Industrial

RECORDED BY:

Elizabeth Mary Andre

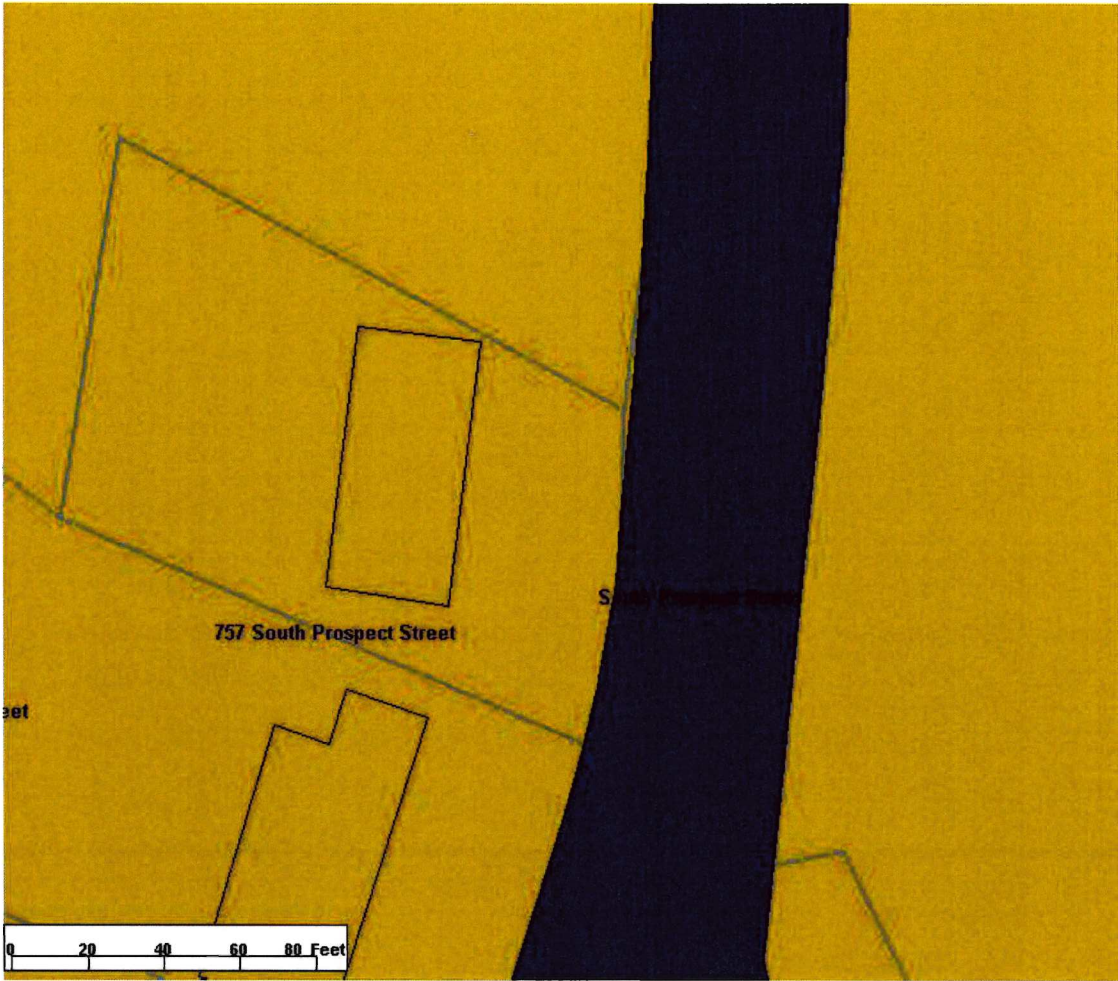
ORGANIZATION:

Burlington Planning & Zoning

DATE RECORDED:

12/01/2005

LAST UPDATED:



VERMONT DIV. FOR HISTORIC PRESERVATION
Location map
Property Name: LocaMap_0605260134_1644 Survey #: Direction of View:
Filename: LocaMap_0605260134_1644.jpg Photographer:



VERMONT DIV. FOR HISTORIC PRESERVATION

757 South Prospect Street; Main Facade; 2005

Property Name: 757_South_Prospect_Street Survey #: 104 Direction of View: NW

Filename: 757_South_Prospect_Street.jpg Photographer: Elizabeth Andre







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
Kirk Dressing, Associate Planner
Joseph Cava, Permit Technician
Collin Naheedy, Code Compliance Officer*



MEMORANDUM

TO: Design Advisory Board
FROM: Kirk Dressing, Associate Planner
DATE: May 26, 2026
RE: ZP-26-105; 757 South Prospect Street

File: ZP-26-105

Location: 757 South Prospect Street

Zone: RL **Ward:** 6

Date application accepted: April 9, 2026

Applicant/Owner: Jane Alsofrom

Request: Proposed exterior renovations including reducing size of porches, new entryway, new patio, new siding, two new windows, two new wooden doors, new sliding glass door, and garage door.



Background:

- **ZP-16-774** – Approval for new paver patio next to deck
- **ZP-15-361** – Approval to replace rear screen porch panels and replace with vinyl sliding windows. Replace all basement windows. No increase in habitable area.
- **ZP-14-538** – Approval to replace existing concrete landing and steps with new larger deck on front of house.
- **ZP-09-728** – Approval for the installation of wire fence with gates around back yard.
- **ZP-08-172** – Approval for 17' x 20' kitchen addition with 20' x 10' deck; add 8' x 10' shed; add fence; add 25' x 10' gravel parking spot with access from driveway for recreational vehicle.

Overview:

757 South Prospect Street is currently developed with a single family dwelling. The proposed scope of work includes a reduction in size to both the front and rear porches, replacements of windows and doors, new siding, new rear patio, front walkway, and front entryway. The property is included in the Historic Sites and Structures Survey from 2005 and is noted as architecturally significant at the local level.



Article 6: Development Review Standards

Part 1: Land Division Standards

Not applicable

Part 2: Site Plan Design Standards

Sec. 6.2.1 Applicability

These standards shall be satisfied for the approval of all development subject to the provisions of this ordinance found in Article 3, Section 3.4.2(1) – Site Plan Review.

Sec. 6.2.2 Review Standards

(a) Protection of Important Natural Features:

The landscape, existing terrain and any significant trees and vegetation shall be preserved in their natural state insofar as practicable in keeping with the objectives of the underlying zoning district. Development and site disturbance shall preserve watercourses, wetlands, steep slopes, flood-prone areas, rock outcroppings, wildlife habitat and travel corridors, specimen trees and contiguous stands of forest, and other sensitive ecological and geological areas insofar as practicable in keeping with the objectives of the underlying zoning district. Site plans shall provide suitable buffers from any proposed site improvements, and maintain continuity and contiguousness of greenspace while allowing reasonable development in support of the overall intent of the zoning district. Where any natural features are proposed to be removed or the topography altered, special attention shall be given to replace or mitigate the loss of such features. Any development occurring on parcels containing significant natural areas identified in the city's Open Space Protection Plan shall avoid disturbance to these natural areas and establish appropriate buffers that protect their natural functions.

The property appears to be developed with plantings and mature trees. No changes to landscaping have been identified on the plans provided.

(b) Topographical Alterations:

Alteration to the natural contour of the site shall minimize grading, cut, and fill, and shall take necessary measures to protect against erosion and future instability. Any grade changes shall be in keeping with the general appearance of neighboring developed areas. In areas where more intense levels of development are encouraged, development should seek to take advantage of topographical changes to hide and/or blend new construction into the landscape. Proposed design and construction details for any cut and fill, or retaining walls over 3-feet in height, or any height along the lakeshore, shall be subject to review and approval by the city engineer before receiving approval of the site plan.

Not Applicable.

(c) Protection of Important Public Views:

Distant terminal views of Lake Champlain and the mountains to the east and west, and important public and cultural landmarks, framed by public rights-of-way or viewed from public spaces shall be maintained through sensitive siting and design to the extent practicable. This shall not be construed to include views from exclusively private property.

Not applicable.

(d) Protection of Important Cultural Resources:

Burlington's architectural and cultural heritage shall be protected through sensitive and respectful redevelopment, rehabilitation, and infill. Archeological sites likely to yield information important to the city's or the region's pre-history or history shall be evaluated, documented, and avoided whenever feasible. Where the proposed development involves sites listed or eligible for listing on a state or national register of historic places, the applicant shall meet the applicable development and design standards pursuant to Sec. 5.4.8(b).

The historical sites and structures survey notes that significant characteristics of the structure include the large picture window and casement windows, and the prominent front-facing gable. The gable recalls the traditional designs of the Colonial Revival and Minimal Traditional structures of the neighborhood. This merging of modern and historic elements characterizes the Prospect Park development. The picture and casement windows are proposed to remain, while the gable entryway is proposed to transition to a shed style roofline.

(e) Supporting the Use of Renewable Energy Resources:

Where feasible, the site plan should be so designed as to take advantage of the site's inherent potential to utilize sources of renewable energy including direct sunlight, wind, or running water. The site plan should also incorporate site planning and landscaping decisions intended to minimize energy demand such as siting buildings to maximize solar access or the use of deciduous and coniferous trees to create shade and windbreak.

Buildings should, where appropriate within the context of the neighborhood development pattern, maximize their solar exposure by being oriented to maximize natural light and heat gain during winter months, and to minimize casting shadows into ground floor living space of a building on an adjacent property.

Nothing within the application will preclude the use of wind, solar, geothermal, or other renewable energy resource.

(f) Brownfield Sites:

Where a proposed development involves a known or suspected brownfield, the site plan shall indicate areas of known or suspected contamination, and the applicant shall identify completed or planned remediation necessary to support the intended use(s).

The parcel is not listed on DEC's Brownfield Sites. Not applicable.

(g) Provide for nature's events:

Special attention shall be accorded to stormwater runoff so that neighboring properties and/or the public stormwater drainage system are not adversely affected. All development and site disturbance shall follow applicable city and state erosion and stormwater management guidelines in accordance with the requirements of Art 5, Sec 5.5.3.

Proposed stormwater infiltration areas are identified on the proposed plan. An Erosion Prevention and Sediment Control plan has not been submitted, but one is required.

Design features which address the effects of rain, snow, and ice at building entrances, and to provisions for snow and ice removal or storage from circulation areas shall also be incorporated.

The proposed change to the front entrance will provide more protection from inclement weather than the existing entryway. No changes to the parking area are proposed, it does not appear that there will be any adverse effects on snow storage on the property.

(h) Building Location and Orientation:

No changes to the building location or orientation are proposed. Not applicable.

(i) Vehicular Access:

Curb cuts shall be arranged and limited in number to reduce congestion and improve traffic safety. A secondary access point from side roads is encouraged where possible to improve traffic flow and safety along major streets. The width and radius of curb cuts should be kept to the minimum width necessary, and sight triangles and sufficient turnarounds for vehicles shall be provided to reduce the potential for accidents at points of egress.

There are no proposed changes to the curb cut or parking lot. Not Applicable.

(j) Pedestrian Access:

Pedestrians shall be provided one or more direct and unobstructed paths between a public sidewalk and the primary building entrance. Well defined pedestrian routes shall be provided through parking areas to primary building access points and be designed to provide a physical separation between vehicles and pedestrians in a manner that minimizes conflicts and improves safety. Where sidewalks and driveways meet, the sidewalk shall be clearly marked by differentiated ground materials and/or pavement markings.

The submitted site plan shows the proposed show there will be a walkway extension to provide a clear path from the driveway to the front entrance.

(k) Accessibility for the Handicapped:

Not applicable.

(l) Parking and Circulation:

No changes to the parking or circulation are proposed. Not applicable.

(m) Landscaping, Fences and Retaining Walls:

Landscaping shall be used to beautify the development site and to provide specific functions and benefits to the uses and buildings on the site. These include but are not limited to stormwater retention and erosion control, winter windbreaks and summer shade, recreational and habitat corridors, buffers and screening of parking areas, and creating privacy for and from adjacent property.

Existing trees shall be retained and incorporated into a landscape plan to the extent possible, and existing trees to be retained shall be protected during construction in accordance with specifications provided by the city arborist. Contiguous green space, both within the site and with adjacent properties, should be provided on a site whenever possible and be designed to provide wildlife travel corridors and habitat preservation, as well as enabling recreational access. If open space is intended to be publicly accessible, it shall be designed to maximize accessibility for all individuals including the disabled, encourage social interaction, and facilitate ease of maintenance. Along the street edge, landscaping shall be used to provide a visual buffer into parking areas from the public street and reinforce the streetscape.

*The selection of plant materials and planting sites should create a sustainable landscape, and consideration shall be given to factors such as hardiness, salt tolerance, disease resistance, invasiveness, root and canopy spread, underground and overhead utilities, soil conditions, and microclimates. The use of native plant materials is encouraged, and the use of plants considered invasive by VT Agency of Agriculture shall be prohibited. For more information on sustainable landscapes, applicants are encouraged to consult *Planting Sustainable Landscapes: A Guide for Plan Reviewers* prepared for the Vermont Department of Forests Parks and Recreation by the Vermont Chapter of the American Society of Landscape Architects.*

New or replacement street trees shall be provided consistent with the city's Street Tree Master Plan. All proposed street trees shall be selected and planted in accordance with specifications provided by the city arborist.

Fences may be placed within the required setback along a property line, but shall be setback sufficiently to provide for the maintenance of both sides of the fence without entering onto the adjacent property and shall present a finished side to the adjoining property and public street. Fences placed within a clear sight triangle shall adhere to the standards of Sec. 5.2.6 (c). Styles, materials, and dimensions of the proposed fence shall be compatible with the context of the neighborhood and the use of the property.

Retaining walls greater than 5 feet tall shall incorporate textured surfaces, terracing, and/or vegetation to avoid long monotonous unarticulated expanses and to minimize adverse visual impacts to neighboring properties. As with fences, retaining wall styles, materials, and dimensions shall be compatible with the context of the neighborhood and use of the property

No landscaping plan has been provided. The property appears to be vegetated with mature trees and other plantings.

(n) Public Plazas and Open Space:

Not applicable.

(o) Outdoor Lighting:

Where exterior lighting is proposed the applicant shall meet the lighting performance standards as per Sec 5.5.2.

The application does not identify any proposed light fixtures. If any light fixtures are proposed, the applicant will need to provide fixture cut sheets and/or illumination levels.

(p) Integrate infrastructure into the design:

Exterior storage areas, machinery and equipment installations, service and loading areas, utility meters and structures, mailboxes, and similar accessory structures shall utilize setbacks, plantings, enclosures and other mitigation or screening methods to minimize their auditory and visual impact on the public street and neighboring properties to the extent practicable.

Utility and service enclosures and screening shall be coordinated with the design of the principal building, and should be grouped in a service court away from public view. On-site utilities shall be placed underground whenever practicable. Trash and recycling bins and dumpsters shall be located, within preferably, or behind buildings, enclosed on all four (4) sides to prevent blowing trash, and screened from public view.

Any development involving the installation of machinery or equipment which emits heat, vapor, fumes, vibration, or noise shall minimize, insofar as practicable, any adverse impact on neighboring properties and the environment pursuant to the requirements of Article 5, Part 5 Performance Standards.

The application does not identify any changes to the building infrastructure. If any changes are proposed, the applicant will need to provide more information.

PART 3: Architectural Design Standards

Sec. 6.3.1 Applicability.

These standards are enacted and shall be satisfied for the approval of all development subject to the provisions of this ordinance found in Article 3, Section 3.4.2(b) – Design Review.

Sec. 6.3.2 Review Standards

(a) Relate development to its environment:

Proposed buildings and additions shall be appropriately scaled and proportioned for their function and with respect to the purpose of the zoning district. They should integrate harmoniously into the topography, and to the use, scale, and architectural details of existing buildings in the vicinity; however, such consideration shall not require building height to be more limited than otherwise allowed within an applicable zoning district or overlay zone per Article 4.

The following shall be considered:

1. Massing, Height and Scale:

While architectural styles or materials may vary within a streetscape, proposed development should maintain an overall scale similar to that of surrounding buildings, or provide a sensitive transition, where appropriate, to development of a dissimilar scale.

In low and medium residential districts, the height and massing of existing residential buildings should be carefully considered when evaluating the compatibility of additions and infill development; however, no modifications by the DRB shall be

made to projects which otherwise limit the allowable Principal Structure footprint, height, and number of units per building otherwise permitted by Tables 4.4.5-1 and 4.4.5-2.

Buildings should maintain consistent massing and perceived building height at the street level, regardless of the overall bulk or height of the building. Buildings should maintain a relationship to the human scale through the use of architectural elements, variations of proportions and materials, and surface articulations. Large expanses of undifferentiated building wall along the public street or sidewalk shall be avoided. The apparent mass and scale of buildings shall be broken into smaller parts by articulating separate volumes reflecting existing patterns in the streetscape, and should be proportioned to appear more vertical than horizontal in order to avoid monotonous repetition. (See also (d) Provide an active and inviting street edge below.)

The proposed change to the entryway will not result in a change to the building scale, or maximum height. It appears to simply be an aesthetic choice to alter the front entryway roofline.

2. Roofs and Rooflines.

New buildings should incorporate predominant roof forms and pitches within the existing neighborhood and appropriate to the context. Large expanses of undifferentiated roof forms shall be avoided. This can be achieved by incorporating dormers or some variation in the roof form to lessen the impact of the massing against the sky. While flat roofs can be a reasonable architectural solution, pitched roof forms and architectural elements that enhance the city's skyline are strongly encouraged. Roof eaves, parapets, and cornices should be articulated as an architectural detail. Roof-top mechanicals shall be screened from view from the public street, and should be incorporated into and hidden within the roof structure whenever possible.

Solar panels, light colored ballast or roof membranes, split roof clerestories, planted or "green" roof technologies (with a clearly articulated maintenance plan) and "gray water" collection are encouraged. Active rooftop uses are also encouraged to add to the visual complexity and activity of the city's skyline, and afford public access to otherwise unseen views of the city and surrounding landscape.

The proposed alteration will not drastically change the roofline, but the entryway will transition from a traditional gable to a rotated shed roof. While there isn't this exact type of entryway in the neighborhood, neighboring buildings feature similar shed style rooflines, and a shed dormer.

3. Building Openings

Principal entrances shall be clearly defined and readily identifiable from a public street whether by a door, a canopy, porch, or other prominent architectural or landscape features. People with physical challenges should be able to use the same entrance as everyone-else and shall be provided an "accessible route" to the building. Attention shall also be accorded to design features which provide protection from the affects of rain, snow, and ice at building entrances, and to provisions for snow and ice removal or storage.

Window openings shall maintain consistent patterns and proportions appropriate to the use. The window pattern should add variety and interest to the architecture, and be proportioned to appear more vertical than horizontal.

Buildings placed on a side or rear property line where no setback is required shall contain neither doors nor windows along such façade so as not to restrict future development or re-development options of the adjacent property due to fire safety code restrictions. Otherwise they should be setback a minimum of 5-feet.

The proposed front entrance will have a greater degree of protection from the elements than the current entrance. No changes to the number, location, or size of the window or entrances are proposed.

(b) Protection of Important Architectural Resources:

See 6.2.2 (d) above.

(c) Protection of Important Public Views:

There are no protected public views here. Not applicable.

(d) Provide an active and inviting street edge:

Building facades shall be varied along the street edge by the integration of architectural features, building materials, or physical step-backs of the façade along its length. Large expanses of undifferentiated building wall shall be avoided. This may be accomplished by incorporating fenestration patterns, bays, horizontal and vertical façade articulations, the rhythm of openings and prominent architectural features such as porches, patios, bays, articulated bases, stepping back an elevation relative to surrounding structures, and other street level details. The use of traditional facade components such as parapet caps, cornices, storefronts, awnings, canopies, transoms, kick plates, and recessed entries are highly encouraged. In areas where high volumes of pedestrian traffic are desired, the use of architectural recesses and articulations at the street-level are particularly important in order to facilitate the flow of pedestrian traffic

The proposed change to the front entryway will not drastically alter the appearance from the street. A small section of the roofline will change, and the reduction in size and height of the front deck/porch will appear more inviting from the street edge.

(e) Quality of materials:

All development shall maximize the use of highly durable building materials that extend the life cycle of the building, and reduce maintenance, waste, and environmental impacts. Such materials are particularly important in certain highly trafficked locations such as along major streets, sidewalks, loading areas, and driveways. Efforts to incorporate the use of recycled content materials and building materials and products that are extracted and/or manufactured within the region are highly encouraged.

Owners of historic structures are encouraged to consult with an architectural historian in order to determine the most appropriate repair, restoration or replacement of historic building materials as outlined by the requirements of Art 5, Sec. 5.4.8

Exterior finish material information has been provided. The materials such as painted Cyprus siding, and timbertech decking and stairs appear to be acceptably durable.

(f) Reduce energy utilization:

All new construction shall meet the Guidelines for Energy Efficient Construction pursuant to the requirements of Article VI. Energy Conservation, Section 8 of the City of Burlington Code of Ordinances.

Windows and doors will be required to meet Residential Building Energy Standards (RBES).

(g) Make advertising features complementary to the site:

Not applicable.

(h) Integrate infrastructure into the building design:

Exterior machinery and equipment installations, service and loading areas, utility meters and structures, mailboxes, and similar accessory features shall utilize setbacks, plantings, enclosures and other mitigation or screening methods to minimize their auditory and visual impact on the public street and neighboring properties.

Rooftop mechanicals, including heating and cooling devices and elevator equipment, should be incorporated into the structure's design, and shall be arranged to minimize their visibility from the street level. Such features, in excess of one foot in height, shall be either enclosed within the roof structure, outer building walls, or parapets, or designed so that they are integrated into the overall design and materials of the building. Where such rooftop features do not exceed ten percent (10%) of the total roof area, they may be considered "ornamental and symbolic features" pursuant to Sec. 5.2.7 for the purposes of measuring building height.

Any development involving the installation of machinery or equipment which emits heat, vapor, fumes, vibration, or noise shall minimize any adverse impact on neighboring properties and the environment pursuant to the requirements of Article 5, Part 5 Performance Standards.

No building infrastructure has been identified on the submitted plans. If any is proposed they will need to be depicted on elevations and site plans.

(i) Make spaces secure and safe:

Spaces shall be designed to facilitate building evacuation, accessibility by fire, police or other emergency personnel and equipment, and, to the extent feasible, provide for adequate and secure visibility for persons using and observing such spaces. Building entrances/entry points shall be visible and adequately lit, and intercom systems for multi-family housing should be incorporated where possible, to maximize personal safety.

The application materials do not identify any proposed outdoor lighting fixtures. If any are proposed more information will need to be provided.

RECOMMENDED MOTION:

Forward the application for approval by staff.

Items for the Board's consideration:

- The historic appropriateness of proposed alterations.