Department of Permitting and Inspections
Zoning Division
645 Pine Street
Burlington, VT 05401
www.burlingtonvt.gov/pz
Phone: (802) 865-7188
Fax: (802) 865-7195

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

MEMORANDUM

To: Design Advisory Board
From: Scott Gustin
Re: 65 Main Street
Date: April 27, 2021

File: ZP21-0816SN
Location: 65 Main Street
Zone: FD5 **Ward**: 3C
Parking District: Multi-Modal Mixed Use
Date application accepted: March 29, 2021, complete April 6, 2021
Applicant/ Owner: 65 Main Street Associates, LLC
Request: Install new directory sign – seeking alternative compliance as to directory sign dimensions

Overview:
The applicant is seeking approval to install a new directory sign on the front façade of 65 Main Street. Directory signs are permissible and are subject to the standards of Sec. 7.2.5, *Directory Signs*, of the Comprehensive Development Ordinance. Directory signs are limited to 18" width by 36" height. The applicant is seeking approval for a 24.01" X 42.85" directory sign. No other relief is sought. The proposed sign location is acceptable.

Sec. 7.1.11, *Alternative Compliance*, allows for variation from the standards of Article 7 subject to review and approval by the Development Review Board upon recommendation by the Design Advisory Board. The applicant is seeking such relief in this application.

Sec. 7.1.11; Alternative Compliance
a) The relief sought is necessary in order to accommodate unique circumstance or opportunity;
There is nothing in the application that suggests the larger sign dimensions are necessary to accommodate a unique circumstance or opportunity. 65 Main Street is a fairly typical commercial building in downtown Burlington. A compliant directory sign could fit, just as this larger directory sign could fit.

b) The relief, if granted, will yield a result equal to or better than strict compliance with the standard being relieved;
The larger sign will allow for larger text, rendering it perhaps more legible than smaller text. The larger sign would be at least equally as good as a compliant sign.

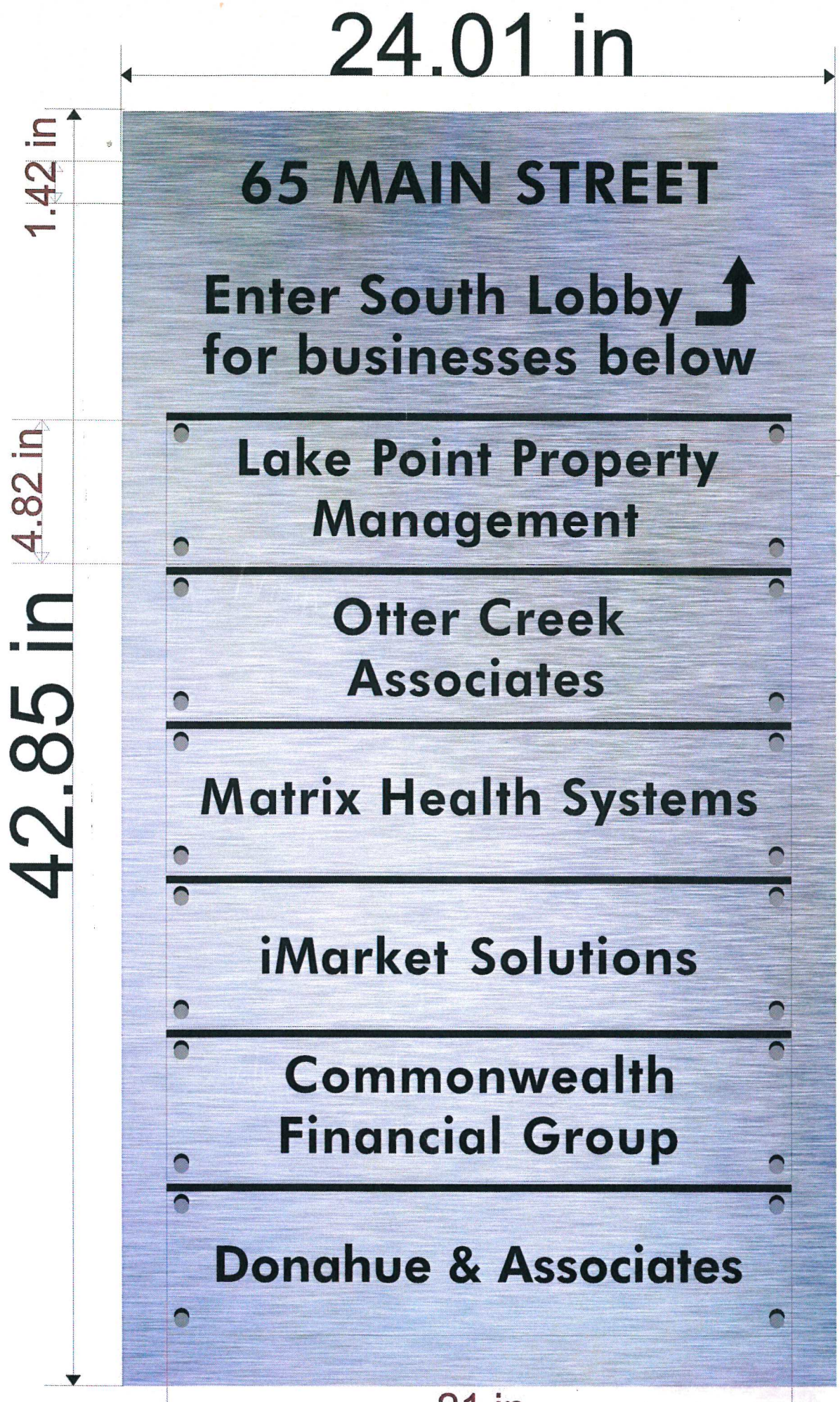
c) The relief, if granted, is the minimum variation necessary from the applicable standard to achieve the desired result;
The proposed sign is some 63% larger in area than a compliant sign. Per criterion *a*) above, there is really nothing unique about this property that requires a larger directory sign. Such a substantial increase over the standard directory sign dimensions seems to go beyond the minimum variation necessary in any event.

d) The relief, if granted, will not impose an undue adverse burden on adjacent properties; and,
The larger directory sign has no undue adverse burden on adjacent properties. It is fully contained within the Main Street façade of the building.

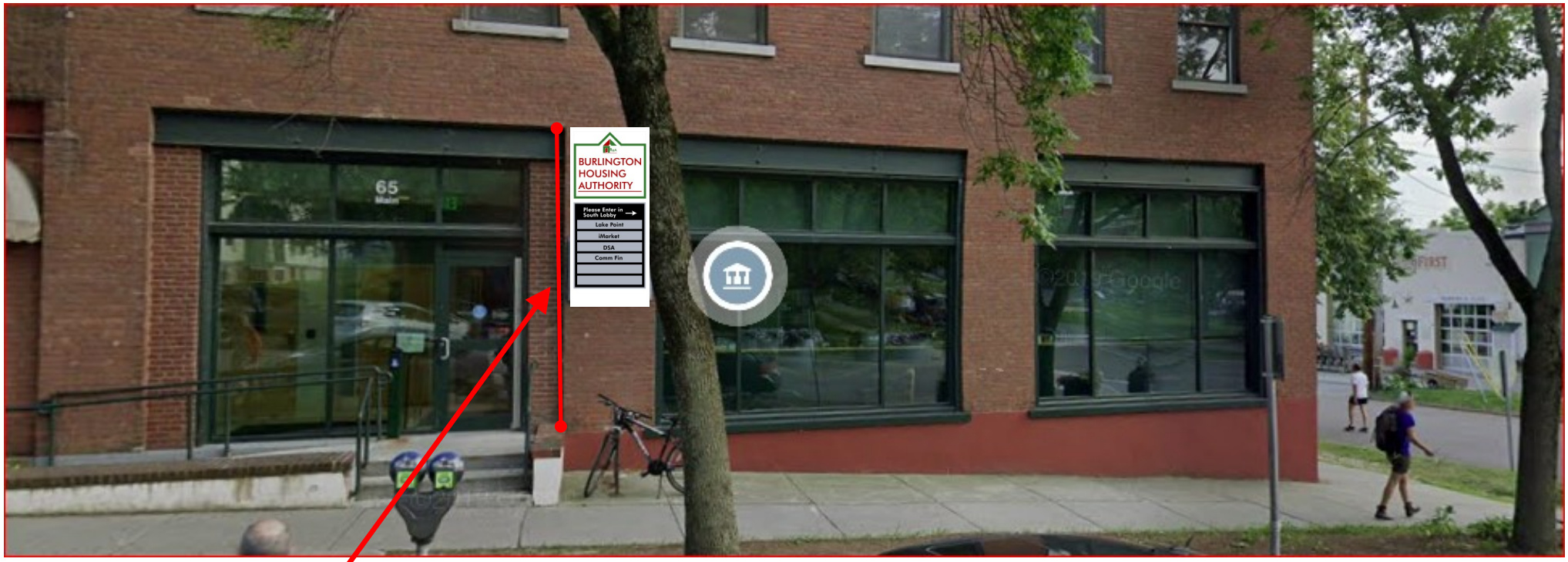
e) The remainder of the sign will otherwise be developed consistent with the purpose of this Article, and all other applicable standards.
No other relief is sought. Placement next to a building entrance and overall sign height on the ground floor of the building are acceptable.

RECOMMENDED MOTION:
Recommend denial and forward to the Development Review Board.

Connection


24.01 in
1.42 in
65 MAIN STREET
Enter South Lobby
for businesses below
4.82 in
Lake Point Property
Management
1.2 in
42.85 in
Otter Creek
Associates
Matrix Health Systems
iMarket Solutions
Commonwealth
Financial Group
Donahue & Associates
21 in

NOT TO SCALE



This distance of red line is 128”

BHA existing sign is 40”w x 38” h

New sign dimensions are w/ permit

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

Matthew Bushey
Ron Wanamaker
Eric Morrow
Karyn Norwood
Emily Morse
Jay White, Alt.
Kathleen Ryan, Alt.

DESIGN ADVISORY BOARD
Tuesday April 27, 2021 3:00 PM
REMOTE MEETING

Zoom: https://us02web.zoom.us/j/89824792689?pwd=YWx2OWpHQ0VnWGRBcEdnRlBYTmtkQT09
Webinar ID: 898 2479 2689
Passcode: 774737
Or Telephone: US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833

Agenda

Session I – 3:00 PM – 3:30 PM

1. **21-0816SN; 65 Main Street (FD5, Ward 3C) 65 Main Condo Association, Inc.**
   Install three signs and seek alternative compliance for proposed directory sign.

Session II – 3:30 PM – 4:00 PM

2. **21-0677CA; 184-186 North Winooski Ave (NMU, Ward 2C) North Winooski Avenue 184 LLC**
   Continued hearing to remove an existing garage and construct a 4 unit building; add parking, dumpster enclosure and bike shelter.

Non-Discrimination
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190

184-186 North Winooski

176

170-172

168

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184-186 NORTH WINOOSKI APT

BURLINGTON, VT

HINGE
architecture
431 Pine Street, Suite 314, Burlington, VT 05401
802.793.9840

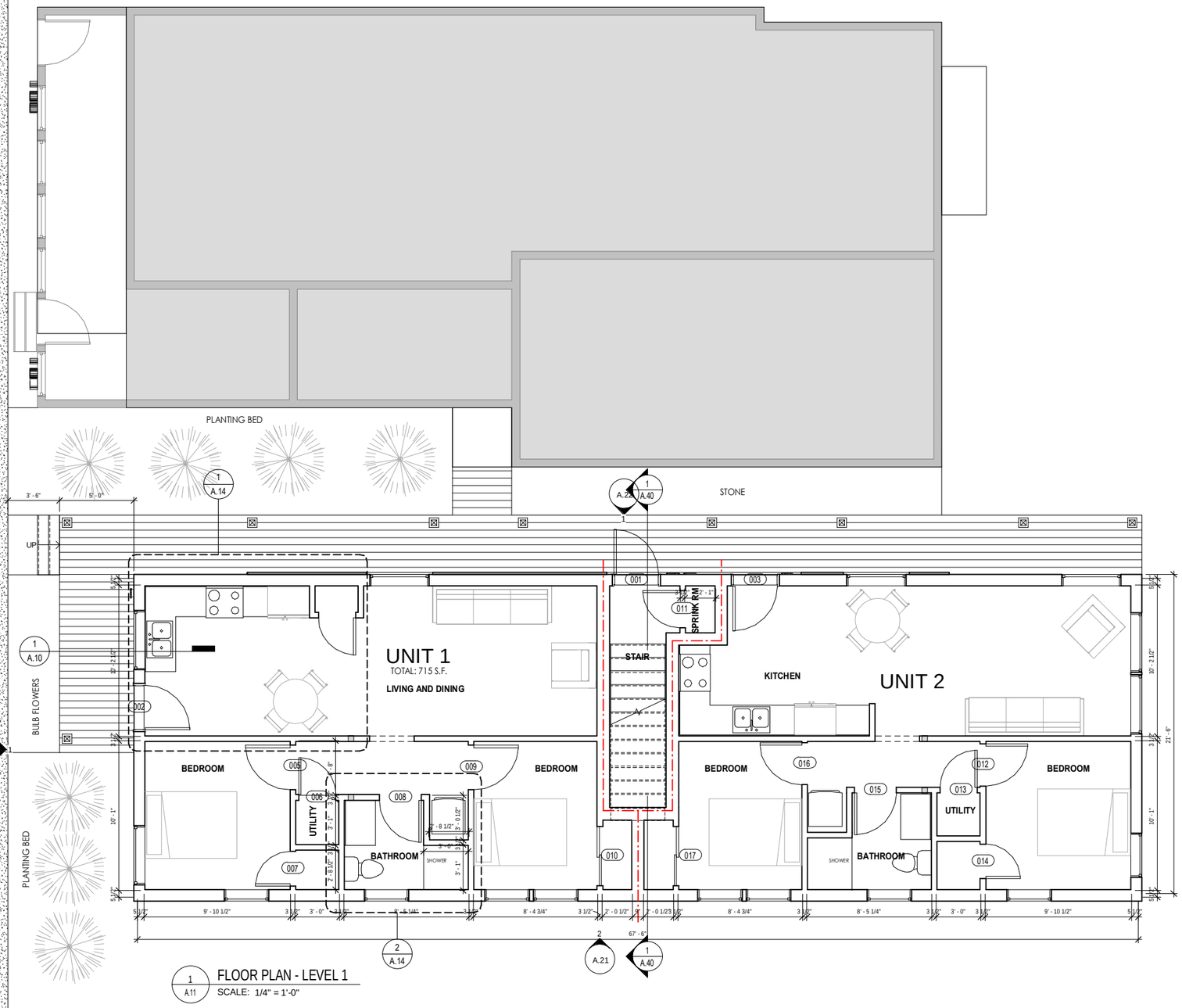
FOR PERMIT ONLY

DATE: **02/12/21**
SCALE:
DRAWN BY: **Author**
CHECKED BY: **Designer**
PHASE:

IMAGES & SCHEDULES

SHEET NO:

■



184-186 NORTH WINOOSKI APT

BURLINGTON, VT

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DATE:	03/30/21
SCALE:	1/4" = 1'-0"
DRAWN BY:	MA
CHECKED BY:	Designer
PHASE:	

FLOOR PLAN
LEVEL 1 (2 BED APT.)

SHEET NO:
A.11

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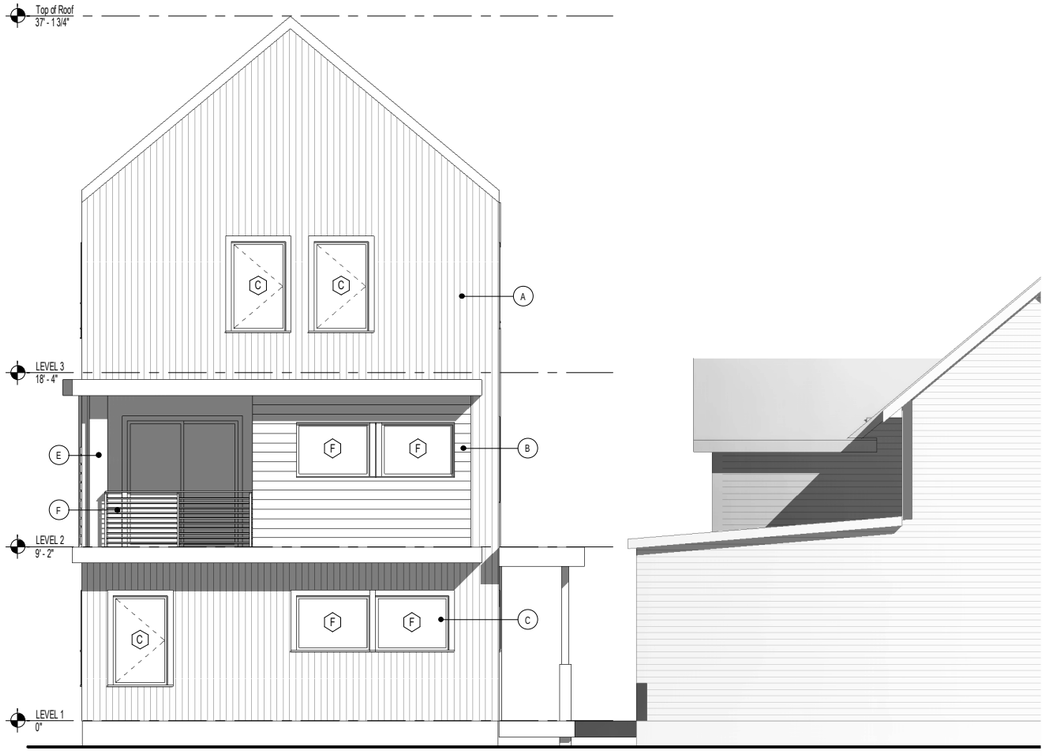

2 A20 EAST ELEVATION
SCALE: 1/4" = 1'-0"

1 A20 WEST ELEVATION
SCALE: 1/4" = 1'-0"

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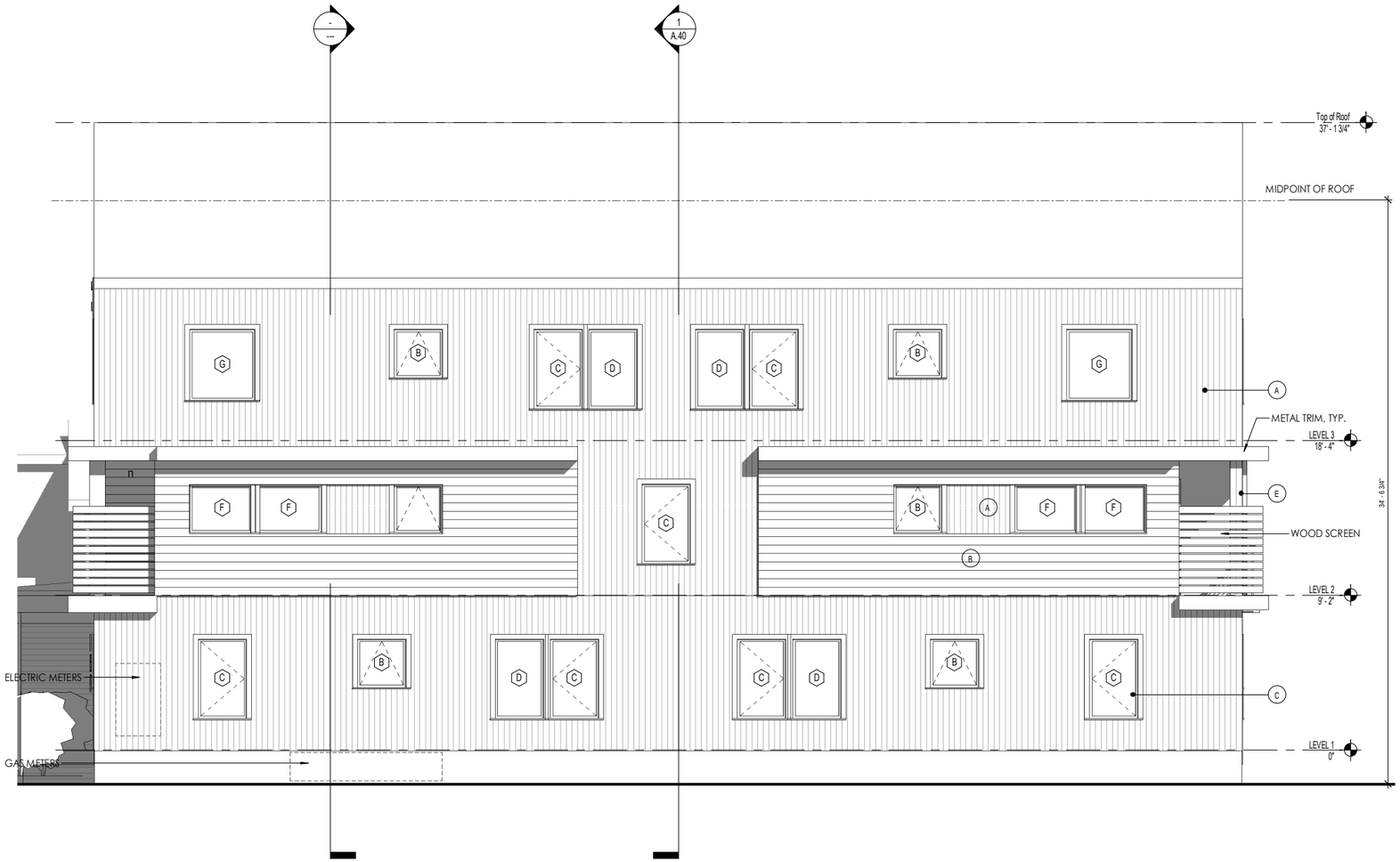
FOR PERMIT ONLY
DAB REV.: 04/21/21

DATE:	**2/12/21**
SCALE:	**1/4" = 1'-0"**
DRAWN BY:	**MA**
CHECKED BY:	**Designer**
PHASE:	

ELEVATIONS

SHEET NO:
A.20



2 / A21 SOUTH ELEVATION
SCALE: 1/4" = 1'-0"

EXTERIOR MATERIAL KEY	
Key Value	Keynote Text
A	METAL SIDING
B	LAP SIDING - PAINT
C	VINYL CLAD WINDOW
D	ENTRY DOOR - ALUMINUM CLAD
E	CEDAR POST WITH METAL BASE
F	METAL GUARDRAIL WITH METAL STANCHION
G	ASPHALT ROOF

4/21/2021 9:25:53 AM

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184-186 NORTH WINOOSKI APT

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DAB REV.: 04/21/21

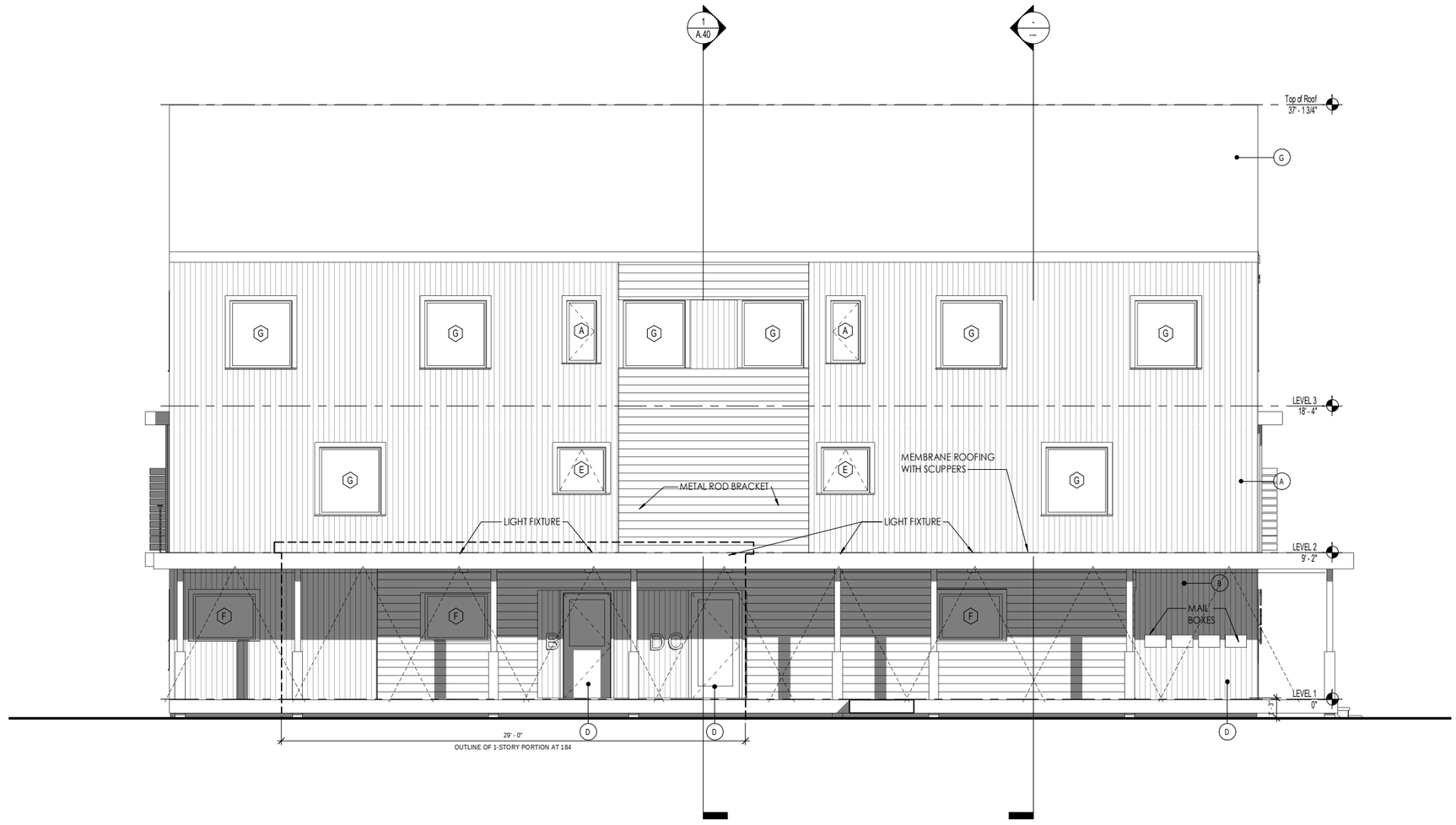
DATE:	**02/12/21**
SCALE:	**1/4" = 1'-0"**
DRAWN BY:	**MA**
CHECKED BY:	**Designer**
PHASE:	

ELEVATIONS

SHEET NO:
A.21

EXTERIOR MATERIAL KEY	
Key Value	Keynote Text

A	METAL SIDING
B	LAP SIDING - PAINT
C	VINYL CLAD WINDOW
D	ENTRY DOOR - ALUMINUM CLAD
E	CEDAR POST WITH METAL BASE
F	METAL GUARDRAIL WITH METAL STANCHION
G	ASPHALT ROOF



1 / A22 NORTH ELEVATION
SCALE: 1/4" = 1'-0"

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DATE: **01/13/21**
SCALE: **1/4" = 1'-0"**
DRAWN BY: **Author**
CHECKED BY: **Designer**
PHASE:

ELEVATIONS

SHEET NO:
A.22

1 A.30 PERSPECTIVE FROM NORTHWEST
SCALE:

2 A.30 PERSPECTIVE FROM SOUTHEAST
SCALE:

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184-186 NORTH WINOOSKI APT

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DAB REV.: 04/21/21

DATE: **02/12/21**
SCALE:
DRAWN BY: **MA**
CHECKED BY: **Designer**
PHASE:

3D VIEWS

SHEET NO:
A.30

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

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Ted Miles, Zoning Specialist
Charlene Orton, Permitting & Inspections Administrator

MEMORANDUM

To: Design Advisory Board
From: Ryan Morrison, Associate Planner
Date: April 27, 2021
RE: 21-0677CA; 184-186 North Winooski Avenue
==========

The applicant has submitted revised plans to address the concerns of the Design Advisory Board from the April 13, 2021 DAB meeting. The DAB requested the following:

1. The building should be pushed back +/- 6 ft from the street frontage; and
2. There should be an entrance to at least one of the apartments facing the street – a redesign of the entrance to be more inviting to the streetscape.

The applicant has provided revised drawings that push the proposed building 8' 6" from the edge of the sidewalk. A covered wrap-around porch (front and side) will be included to provide pedestrian access to each of the units. The revised plans include new landscaping along the street edge in the form of bulb flowers and unidentified trees/shrubs.

Sec. 6.2.2 (h) requires that principal buildings have their main entrance facing and clearly identifiable from the public street. The original plans had all entrances on the side of the proposed building. In response to #2 above, the plans have been revised to include an entrance to Unit 1 on the street side façade, while retaining the other two entrances along the side of the building. While not a main entrance to the overall four-plex, this relocated entrance for Unit 1 follows the recommendation of the DAB. That, in combination with the redesigned covered porch and landscaping should provide a more inviting streetscape.

One addition to the proposal is a 'Deen – Brosseau 2021' wall sign on the 3rd floor front elevation. Sec. 7.2.13 Wall Sign – limits the height of wall signs to *'No higher than the floor level of the second story'*. While signage would be permitted with a separate sign permit, as proposed, this sign does not conform to the height limitation. Also, there are no exemptions under Sec. 7.1.3 that would apply to this sign.

Now that the applicant has revised the plans in accordance with the recommendations of the DAB, the Board should be able to now provide a recommendation to the Development Review Board.

In addition, the applicant will need to do the following in advance of the future Development Review Board hearing:

- Update the overall site plan and lot coverage calculations;
- Identify the landscape planting species;
- Identify the materials to be used for the covered porch;
- Revise/remove the 'Deen – Brosseau 2021' sign so that it conforms with the requirements of Article 7 – Signs, and understand that a separate sign permit is required for all signage.

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MEMORANDUM

To: The Design Advisory Board
From: Ryan Morrison, Associate Planner
RE: ZP21-0677CA; 184-186 North Winooski Ave
Date: April 13, 2021

File: ZP21-0677CA
Location: 184-186 North Winooski Ave
Zone: NMU **Ward**: 2C
Parking District: Multi Modal Mixed-Use
Date application accepted: February 16, 2021
Applicant/ Owner: North Winooski Avenue 184 LLC
Request: Demolish an existing garage structure and construct a new four unit apartment building, adding parking in demolished garage footprint.

Background:

- **ZP17-1080CA**; replacement garage siding, trim, doors and 2 new windows. May 2017.
- **ZP19-0147CA**; replacement door. August 2018.
- **ZP21-0147CA**; replace roof on porch. August 2020.
- **ZP21-0548CA**; after the fact window replacement: wood to vinyl. December 2020.

Overview: 184-186 North Winooski Ave currently contains a duplex building, 4 surface parking spaces, and a detached garage structure (proposed for demolition) shown to have 2 internal parking spaces and other interior storage. Neither the duplex building nor the detached garage are listed as historical structures. The proposal includes demolishing the garage structure and constructing a 3-story, four-unit apartment building. The applicant proposes 6 surface parking spaces to locate in the footprint of the demolished garage, and to retain 2 of the existing 4 parking spaces.

Part 1: Land Division Design Standards
No land division is proposed. Not applicable.

Part 2: Site Plan Design Standards
Sec. 6.2.2 Review Standards

(a) Protection of Important Natural Features:
There are no important natural features at this location.

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(b) Topographical Alterations:

There are no topographical alterations proposed. The property is relatively flat.

(c) Protection of Important Public Views:

Not applicable. There are no important public views on and around the property.

(d) Protection of Important Cultural Resources:

Not applicable. The existing duplex structure and detached garage are not listed as historic resources on either State or National Historic Listings.

(e) Supporting the Use of Renewable Energy Resources:

No part of the application will preclude the use of wind, water, solar, geothermal or other renewable energy resource.

(f) Brownfield Sites:

Not applicable. The property is not listed as a Brownfield Site.

(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.

The applicant has submitted an Erosion Prevention and Sediment Control plan and a stormwater plan to the Stormwater Program Manager for review and approval.

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.

As proposed, entry doors will be covered by a canopy roof lining the north wall of the fourplex. Upper story poches will also be roofed. The site plan identifies a snow storage area in the side yard, beyond the edge of the parking area.

(h) Building Location and Orientation:

Neighboring structures along North Winooski Avenue vary between 2 story, 2 ½ story and 3 story buildings. Most rooflines along this stretch of the street are gabled. The proposed building will have a similar alignment to the street frontage with neighboring structures. This section calls out for buildings within a mixed-use area (which this property is) to provide sufficient space (optimally 12-15 feet) between the curbline and the building face to facilitate the flow of pedestrian traffic. The proposed building will be located approximately 14 ft from the street curb.

Principal buildings shall have their main entrance facing and clearly identifiable from the public street.

As proposed, the fourplex building does not have a main entrance that is clearly identifiable from the public street, and it needs to. The vast majority of existing buildings along this stretch of North Winooski Avenue have street-facing entrances. This requirement is one that has been thoroughly incorporated in development review and upheld through both the Design Advisory Board and the Development Review Board and should be met through this proposal. The proposal does, however, include a direct pedestrian walkway from North Winooski Avenue to the apartment entrances on the building's side.

(i) Vehicular Access:

No change to the vehicular access off North Winooski Avenue is proposed. The driveway is shared with 190 North Winooski Avenue, which contains a duplex. Beyond the extent of 190 North Winooski Avenue's driveway use, the driveway continues to the rear of the subject property and to the parking area.

(j) Pedestrian Access:

No change is proposed to the pedestrian access to the existing duplex. Access to those two units are essentially right off the edge of the sidewalk. The new proposal will include a direct and unobstructed pedestrian path between the new fourplex building and the public sidewalk, as well as between the new structure and the parking area.

(k) Accessibility for the Handicapped:

The building inspector has jurisdiction over ADA requirements. By his direction and per Chapter 8 of the Burlington Code of Ordinances, 4 to 14 units must provide 1 accessible unit.

(l) Parking and Circulation:

The site plan identifies 8 surface parking spaces, with ample maneuvering area to back out of each space and leave the property in a forward manner. Because the property is in the Multimodal Mixed-Use Parking District, there are no longer any minimum parking requirements, so the new development technically doesn't require any new onsite parking. However, there is a maximum parking limit for the Multimodal Mixed-Use Parking District which limits parking spaces to *'100% of the minimum number of spaces required for the Shared Parking District for any given use as required in Table 8.1.8-1'.* For a duplex use and a multifamily use (3 or more units) in the Shared Parking District, parking is required at the rate of 2 spaces per unit and 1 space per unit, respectively. As a result, given the duplex use and the multifamily use (4 units), a maximum allowance of 8 onsite parking spaces is allowed.

(m) Landscaping and Fences

The site plan shows three new trees (unspecified species) to be installed, and one removed from within or directly adjacent to the new structure. A hedgerow is planned along the rear property line to screen half of the new parking area from view from the abutting property to the rear. Currently there is a tall hedgerow (approx. 15 ft in height) along the edge of the sidewalk in front of the new building footprint. The plans suggest that this hedgerow will be removed. Given the fourplex's proximity to the front property line/sidewalk, there is almost no room to install landscaping in front of the new building. The plans show an existing fence along the south property line, and a trash/recycling/compost enclosure that will presumably be fence in No other fencing is proposed.

(n) Public Plazas and Open Space:

There is no requirement within the ordinance to provide a public plaza. The property will have lawn space between the new building and the rear parking area that will provide some outdoor enjoyment.

(o) Outdoor Lighting:

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

The applicant proposes recessed light fixtures in the entrance canopy and on the covered second-story decks. The spec sheets provided indicate that the proposed fixtures comply with the lighting standards of Sec. 5.5.2 CDO.

(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 place 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 4 Performance Standards.

The elevation drawings show electric and gas meters, and what appear to be ground-mounted heat pump units, along the south wall. A trash/recycling/compost enclosure is shown in the northeast corner of the property, just to the side of the new parking row.

Part 3: Architectural Design Standards
Sec. 6.3.2 Review Standards

(a) Relate development to its environment:

1. Massing, Height and Scale:

The plans include a street-level view of neighboring structures. The fronts of these structures range in height from 2 to 2 ½ stories in height, and it appears that some, in particular the adjacent structure to the south, have built third story additions in the rear. Given the height of the 3rd floor, the proposed building is almost more of a 3 ½ story building which will be placed immediately at the front of the property, in contrast to the existing nearby residential development. This results in a slight variation to the existing massing, height, and scale of neighboring residential development, particularly at the street edge.

2. Roofs and Rooflines.

Most structures along this section of North Winooski Avenue have gabled roofs with what appear to be consistent pitches. The roof on the new fourplex will be gabled with a pitch similar to that of other neighboring roofs (10:12).

3. Building Openings

A consistent window/door pattern is proposed throughout. The front and rear (west/east) elevations will each see a second floor covered deck with sliding door access. Windows will be appropriately installed on each floor. The sides (north/south) will see a consistent window pattern on each floor, with the three entry doors at the ground level.

(b) Protection of Important Architectural Resources:

Not applicable.

(c) Protection of Important Public Views:

Not applicable. There are no important public views on and around the property.

(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. ..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 façade 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 front façade will offer a varied appearance with the window layout and second floor deck. However, the 3rd story elevation only offers two side-by-side casement windows, with the rest being a large blank wall. Additional openings or architectural features on this 3rd floor façade should be looked into. And as noted above, there appears to be no room to install decorative landscaping at the building's front.

(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.

The proposal calls for metal siding on the majority of the building, with lap siding on much of the second floor (all sides), and also on the central portion of the third floor, north elevation. Asphalt shingles will be used for the roofing. The applicant proposes vinyl clad wood windows,

and aluminum clad wood doors. These materials are common in new construction and are durable.

(f) Reduce energy utilization:

All new construction is required to meet the Guidelines for Energy Conservation, Section 8 of the City of Burlington Code of Ordinances.

(g) Make advertising features complementary to the site:

Any signs will require separate permitting.

(h) Integrate infrastructure into the building design:

See Section 6.2.2 (p), above.

(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.

New construction shall conform to all building and life safety code as defined by the building inspector and the fire marshal.

Items for the Board's consideration:

1. The lack of a clearly identifiable main entrance on the front wall facing North Winooski Avenue does not conform to this requirement in Sec. 6.2.2 (h). Would a single, street-facing entrance to the ground level apartment suffice, and thus warrant the other side entrances acceptable?
2. A 3-story (nearly 3 ½ story) front wall immediately adjacent to the sidewalk appears to be out of character with the massing, height and scale of nearby residential structures. Could the roof be lowered to lessen this towering structure, or the building setback further from the front property line?
3. Should additional windows or architectural features be added to the front facade of the third floor to break up the expansive blank wall?
4. Plans/elevations for the secure bike shelter and trash/recycling enclosure will be needed.

4/20/21

Hi Scott,
I think that 65 Main Street IS unique, since the property is actually 5 condominiums, each with a different owner, not a standard single office building. The owners wish to have their businesses on a directory, if we used the standard sign the type would be very small.
We are also trying to direct entry to the building.
The ADA entry is in the south lobby. The North lobby houses the post office boxes, and also a customer entry for Burlington Housing Authority.

Not sure if the above dialog is needed now, or during the DRB meeting.
You are recommending that we be denied this sign?

Meg McGovern
Senior Associate, Broker
Designations: ABR
Certifications: PSA
Donahue & Associates
65 Main Street Suite 202
Burlington, VT 05401
O: 802-862-6880
C: 802-343-6471
meg@donahueassociatesvt.com

Burlington Design Advisory Board
Department of Permitting and Inspections
645 Pine Street
Burlington, VT 05401
http://www.burlingtonvt.gov/DPI/Boards/Design-Advisory-Board/
Telephone: (802) 865-7188

Eric Morrow, Chair
Matt Bushey, Vice Chair
Ron Wanamaker
Karyn Norwood
Emily Morse
Jay White, Alternate
Kathleen Ryan, Alternate

DESIGN ADVISORY BOARD
Tuesday April 27, 2021
Remote Meeting via Zoom

Present: Eric Morrow, Ron Wanamaker, Emily Morse, Jay White (alternate).

Absent: Matt Bushey, Karyn Norwood, Kathleen Ryan (alternate)

Staff present: Scott Gustin, Ryan Morrison

Applicants present: Meg McGovern, Brett Brosseau, Missa Aloisi

Public present: Benjamin Gould

Session I – 3:00 PM – 3:30 PM

1. **21-0816SN; 65 Main Street (FD5, Ward 3C) 65 Main Condo Association, Inc.**
   Install three signs and seek alternative compliance for proposed directory sign.

Motion by Jay White: I move that the Board recommend approval of alternative compliance for the larger directory sign but note that the dimensional increase is limited to 20%

2nd: Ron Wanamaker
Vote 4-0
Motion carries.

Session II – 3:30 PM – 4:00 PM

2. **21-0667CA; 184-186 North Winooski Ave (NMU, Ward 2C) North Winooski Avenue 184 LLC**
   Continued hearing to remove an existing garage and construct a 4 unit building; add parking, dumpster enclosure and bike shelter

Motion by Ron Wanamaker: I move that the Board recommend approval of the application as proposed, with the following recommendations:

1. The signage be removed from the plans;
2. A solar layout on the south facing roof be included; and
3. Snow guards be added to the roofs.

2nd: Emily Morse
Vote: 4-0
Motion carries.

The programs and services of the City of Burlington are accessible to people with disabilities. Individuals who require special arrangements to participate are encouraged to contact the Department of Planning & Zoning at least 72 hours in advance so that proper accommodations can be arranged. For information call 865-7188 (TTY users: 865-7142).