



July 29, 2022

Gail Henderson-King
White + Burke Real Estate Advisors
P.O. Box 1007
Burlington, Vermont
05402-1007

RE: 262 North Street – Minor Subdivision Sketch Plan Review Comments

Ms. Henderson-King;

At their regular meeting on July 21, 2022, the City of Winooski's Development Review Board discussed a sketch plan for a minor subdivision. As proposed, the sketch plan includes the subdivision of property located at 262 North Street to create a new lot of approximately 18,600 square feet. This new lot would have frontage on North Street and be accessed by a new curb cut and driveway. The following summary of comments is being provided in accordance with the City of Winooski's Unified Land Use and Development Regulations (ULUDR), Section 6.2 I. 4. This section requires the Development Review Board to provide the applicant with information and comments that:

- a. *Indicates whether the subdivision as proposed would be reviewed as a minor or major subdivision, or planned unit development, and outlines the associated review process;*
- b. *Indicates whether the proposed subdivision generally conforms to these regulations, or will require modifications to conform to the regulations;*
- c. *Identifies specific areas of concern to be addressed in [the] subdivision application, including potential impacts to adjoining property owners, significant natural or scenic resources, municipal roads and infrastructure, and community facilities and services;*
- d. *Recommends additional information, studies or supporting documentation to be submitted with the application for subdivision review.*

Based on the discussion at the meeting, the Development Review Board provides the following comments:

1. As a two-lot subdivision, this request complies with the standards to be considered a minor subdivision. The formal submission of the minor subdivision may be brought forward as a combined preliminary/final submission. The submission of a preliminary/final plan does not prohibit the Development Review Board from holding more than one hearing on this matter.
2. Due to the overall size of the property, the Development Review Board does not support the request for a waiver from the sideyard setback to accommodate the existing porch associated with the pre-existing non-conforming multi-unit dwelling located on the property. This does not preclude a formal waiver request being submitted by the applicant

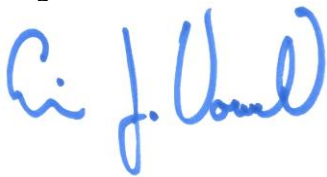
consistent with the standards outlined in Section 6.8 of the Unified Land Use and Development Regulations.

3. The applicant should consult with the City of Winooski Fire Department and the State of Vermont's E911 Office to ensure addressing for the proposed lot is identified in advance of a formal submission for review.

As a sketch plan, these comments are advisory only and do not bind the City of Winooski or the applicant, and are not subject to appeal as outlined in Section 6.9 of the City's ULUDR. In consideration of these comments, the applicant may consider a formal application to the City. This application will include all required fees for the subdivision and the associated public hearing. Upon receipt of a complete application, the preliminary/final subdivision plan will be scheduled at the next available meeting of the Development Review Board.

Please feel free to contact me if you have any questions or need clarification on any of this information.

Regards,



Eric Vorwald, AICP
Planning & Zoning Manager