



TOWN OF CHESTER

CHESTER PLANNING COMMISSION AGENDA October 18, 2021, 6:30 PM

The Town Hall is now able to have a combination in-person and Zoom meeting. Please check the chestervt.gov website for a link to the Zoom meeting.

1. Review the minutes from the October 4, 2021 meetings.
2. Citizen comments.
3. Discuss concept of administrative review, Vermont Statutes that allow and support it, adopted and proposed examples of administrative review, limits and safeguards.
4. Discuss the agenda and set the date for the next meeting.

Packet Materials

- Minutes from October 4 2021
- Vermont Statute Chapter 24, Section 4464
- Examples of adopted Administrative Review from South Burlington
- Examples of proposed Administrative Review from Ludlow and Springfield
- Section of Killington Bylaw that addresses ZA conferring with DRB chair on administrative review

Have on hand:

- Adopted bylaws
- Proposed bylaws

VERMONT GENERAL ASSEMBLY

The Vermont Statutes Online

Title 24 : Municipal And County Government

Chapter 117 : Municipal And Regional Planning And Development

Subchapter 010 : Appropriate Municipal Panels

(Cite as: 24 V.S.A. § 4464)

§ 4464. Hearing and notice requirements; decisions and conditions; administrative review; role of advisory commissions in development review

(a) Notice procedures. All development review applications before an appropriate municipal panel under procedures set forth in this chapter shall require notice as follows.

(1) A warned public hearing shall be required for conditional use review, variances, administrative officer appeals, and final plat review for subdivisions. Any public notice for a warned public hearing shall be given not less than 15 days prior to the date of the public hearing by all the following:

(A) Publication of the date, place, and purpose of the hearing in a newspaper of general circulation in the municipality affected.

(B) Posting of the same information in three or more public places within the municipality in conformance with location requirements of 1 V.S.A. § 312(c)(2), including posting within view from the public right-of-way most nearly adjacent to the property for which an application is made.

(C) Written notification to the applicant and to owners of all properties adjoining the property subject to development, including the owners of properties which would be contiguous to the property subject to development but for the interposition of a highway or other public right-of-way and, in any situation in which a variance is sought regarding setbacks from a State highway, also including written notification to the Secretary of Transportation. The notification shall include a description of the proposed project and shall be accompanied by information that clearly informs the recipient where additional information may be obtained, and that participation in the local proceeding is a prerequisite to the right to take any subsequent appeal.

(2) Public notice for hearings on all other types of development review, including site plan review, shall be given not less than seven days prior to the date of the public hearing, and shall include at a minimum all the following:

(A) Posting of the date, place, and purpose of the hearing in three or more public places within the municipality in conformance with the time and location requirements of 1 V.S.A. § 312(c)(2).

(B) Written notification to the applicant and to the owners of all properties adjoining the property subject to development, including the owners of properties which would be contiguous to the property subject to development but for the interposition of a highway or other public right-of-way and, in any situation in which a variance is sought regarding setbacks from a State highway, also including written notification to the Secretary of Transportation. The notification shall include a description of the proposed project and shall be accompanied by information that clearly informs the recipient where additional information may be obtained, and that participation in the local proceeding is a prerequisite to the right to take any subsequent appeal.

(3) The applicant may be required to bear the cost of the public warning and the cost and responsibility of notification of adjoining landowners. The applicant may be required to demonstrate proof of delivery to adjoining landowners either by certified mail, return receipt requested, or by written notice hand delivered or mailed to the last known address supported by a sworn certificate of service.

(4) The bylaw may also require public notice through other effective means such as a notice board on a municipal website.

(5) No defect in the form or substance of any requirements in subdivision (1) or (2) of this subsection shall invalidate the action of the appropriate municipal panel where reasonable efforts are made to provide adequate posting and notice. However, the action shall be invalid when the defective posting or notice was materially misleading in content. If an action is ruled to be invalid by the Environmental Division or by the applicable municipal panel itself, the action shall be remanded to the applicable municipal panel to provide new posting and notice, hold a new hearing, and take a new action.

(b) Decisions.

(1) The appropriate municipal panel may recess the proceedings on any application pending submission of additional information. The panel should close the evidence promptly after all parties have submitted the requested information. The panel shall adjourn the hearing and issue a decision within 45 days after the adjournment of the hearing, and failure of the panel to issue a decision within this period shall be deemed approval and shall be effective on the 46th day. Decisions shall be issued in writing and shall include a statement of the factual bases on which the appropriate municipal panel has made its conclusions and a statement of the conclusions. The minutes of the meeting may suffice, provided the factual bases and conclusions relating to the review standards are provided in conformance with this subsection.

(2) In rendering a decision in favor of the applicant, the panel may attach additional reasonable conditions and safeguards as it deems necessary to implement the purposes of this chapter and the pertinent bylaws and the municipal plan then in effect. A bylaw may provide for the conditioning of permit issuance on the submission of a bond, escrow

account, or other surety in a form acceptable to the legislative body of the municipality to assure one or more of the following: the completion of the project, adequate stabilization, or protection of public facilities that may be affected by a project.

(3) Any decision shall be sent by certified mail within the period set forth in subdivision (1) of this subsection to the applicant and the appellant in matters on appeal. Copies of the decision shall also be mailed to every person or body appearing and having been heard at the hearing and a copy of the decision shall be filed with the administrative officer and the clerk of the municipality as a part of the public records of the municipality.

(4) Conditions may require that no zoning permit, except for any permits that may be required for infrastructure construction, may be issued for an approved development unless the streets and other required public improvements have been satisfactorily installed in accordance with the approval decision and pertinent bylaws. In lieu of the completion of the required public improvements, the appropriate municipal panel may require from the owner for the benefit of the municipality a performance bond issued either by a bonding or surety company approved by the legislative body or by the owner with security acceptable to the legislative body in an amount sufficient to cover the full cost of those new streets and required improvements on or in those streets or highways and their maintenance for a period of two years after completion as is estimated by the appropriate municipal panel or such municipal departments or officials as the panel may designate. This bond or other security shall provide for, and secure to the public, the completion of any improvements that may be required within the period fixed in the subdivision bylaws for that completion and for the maintenance of those improvements for a period of two years after completion.

(5) The legislative body may enter into an agreement governing any combination of the timing, financing, and coordination of private or public facilities and improvements in accordance with the terms and conditions of a municipal land use permit, provided that agreement is in compliance with all applicable bylaws in effect.

(6) The performance bond required by this subsection shall run for a term to be fixed by the appropriate municipal panel, but in no case for a longer term than three years. However, with the consent of the owner, the term of that bond may be extended for an additional period not to exceed three years. If any required improvements have not been installed or maintained as provided within the term of the performance bond, the bond shall be forfeited to the municipality and upon receipt of the proceeds of the bond, the municipality shall install or maintain such improvements as are covered by the performance bond.

(c) Administrative review. In addition to the delegation of powers authorized under this chapter, any bylaws adopted under this chapter may establish procedures under which the administrative officer may review and approve new development and amendments

to previously approved development that would otherwise require review by an appropriate municipal panel. If administrative review is authorized, the bylaws shall clearly specify the thresholds and conditions under which the administrative officer classifies an application as eligible for administrative review. The thresholds and conditions shall be structured such that no new development shall be approved that results in a substantial impact under any of the standards set forth in the bylaws. No amendment issued as an administrative review shall have the effect of substantively altering any of the findings of fact of the most recent approval. Any decision by an administrative officer under this subsection may be appealed as provided in section 4465 of this title.

(d) Role of advisory commissions in development review. An advisory commission that has been established through section 4433 or chapter 118 of this title and that has been granted authority under the bylaws, by ordinance, or by resolution of the legislative body to advise the appropriate municipal panel or panels, applicants, and interested parties should perform the advisory function in the following manner:

(1) The administrative officer shall provide a copy or copies of applications subject to review by the advisory commission and all supporting information to the advisory commission upon determination that the application is complete.

(2) The advisory commission may review the application and prepare recommendations on each of the review standards within the commission's purview for consideration by the appropriate municipal panel at the public hearing on the application. The commission or individual members of the commission may meet with the applicant, interested parties, or both, conduct site visits, and perform other fact-finding that will enable the preparation of recommendations.

(3) Meetings by the advisory commission on the application shall comply with the Open Meeting Law, 1 V.S.A. chapter 5, subchapter 2, and the requirements of the commission's rules of procedure, but shall not be conducted as public hearings before a quasi-judicial body.

(4) The advisory commission's recommendations may be presented in writing at or before the public hearing of the appropriate municipal panel on the application, or may be presented orally at the public hearing.

(5) If the advisory commission finds that an application fails to comply with one or more of the review standards, it shall make every effort to inform the applicant of the negative recommendations before the public hearing, giving the applicant an opportunity to withdraw the application or otherwise prepare a response to the advisory committee's recommendations at the public hearing. Advisory commissions may also suggest remedies to correct the deficiencies that resulted in the negative recommendations. (Added 2003, No. 115 (Adj. Sess.), § 104; amended 2007, No. 75, § 29; 2009, No. 154 (Adj. Sess.), § 236.)

Review Board and the applicant, reasonable modification of the time schedules otherwise stated in this article or in said related regulations or requirements.

14.09 Administrative Review

A. Authority. The Department of Planning and Zoning is hereby authorized to conduct administrative review and approval of site plan applications for principal permitted uses and conditional uses, as provided below.

B. Determination of Eligibility, except within the City Center Form Based Code District. All determinations of eligibility for administrative review are subject to the discretion of the Director of Planning and Zoning. The Administrative Officer shall not approve administrative amendments to master plans, subdivisions, or variances. The Administrative Officer may review, approve, approve with conditions, or deny administrative amendments to site plans involving a principal permitted use, site plans involving an approved conditional use, and site plans of planned unit developments, if the proposed amendment meets one or more of the following criteria:

- (1) Relocation of site improvements and/or accessory structures that have been previously approved, provided that such relocations do not alter the approved coverage for the site.
- (2) Re-approval of plans if a permit issued by the Development Review Board has expired within the preceding six months and no changes or alterations of any kind are proposed, including those outlined in (4) below.
- (3) Approval of plans showing as-built adjustments beyond standard field adjustments, provided that such adjustments do not require the amendment of any condition of approval in the most recent findings of fact.
- (4) Minor alterations to an approved landscaping plan such as substitution of appropriate similar species or landscaping or hardscaping materials, provided that the total value of landscaping proposed in the amended plan is equal to or exceeds the amount approved by the Development Review Board.
- (5) An increase in building area and/or impervious coverage totaling less than five thousand (5,000) square feet or three percent (3%) of the overall site coverage, whichever is smaller. Applicants are advised that the cumulative total increase in building area and/or site coverage cumulatively permitted through all administrative amendments on any one lot shall not exceed five thousand (5,000) square feet or three percent (3%) of the overall site coverage, whichever is smaller. Development Review Board approval shall be required for any amendment exceeding these limits.
- (6) All coverage and other limitations pursuant to these regulations shall apply in determining whether an administrative amendment shall be approved.
- (7) Applications submitted pursuant to Section 3.06(J) of these Regulations (Exceptions to Setback and Lot Coverage Requirements for Lots Existing Prior to February 28, 1974).
- (8) Changes in use of all or part of a building or structure with prior site plan approval to a permitted use in the applicable zoning district, provided the proposed use, whether solely or in combination with other uses subject to the same approval, will not result in any permitting requirement or threshold being exceeded or violated.

C. Determination of Eligibility within City Center Form Based Code District. The Administrative Officer shall review all applications except:

- (1) Applications for Subdivision or modifications to subdivisions (except Minor Lot Line Adjustments);

- (2) Applications involving new proposed public rights-of-way, parks, or other land proposed to be deeded to the City of South Burlington;
- (3) Requests for development within any of the water or wetlands resources identified within Article 12 of these Regulations;
- (4) Applications for development within Areas of Special Flood Hazard; or
- (5) Where specifically stated in these Regulations

D. Reporting of Decisions. All administrative approvals, except those within the City Center FBC District, shall be reported by the Administrative Officer to the Development Review Board at least annually, and all such decisions of the Administrative Officer shall state that the decision may be appealed in accordance with State law.

E. Combined Administrative Review and Zoning Permit. Where a decision issued by the Administrative Officer contains no conditions requiring modifications to plans or supplemental submissions, the Administrative Officer may issue any required zoning permit concurrently with the decision.

14.10 Conditional Use Review: General Provisions and Standards

A. Comprehensive Plan. These regulations hereby implement the relevant provisions of the City of South Burlington adopted comprehensive plan and are in accord with the policies set forth therein.

B. Definition of Conditional Use. A conditional use shall be defined as a use permitted in a particular zoning district upon showing that such use in a specified location will comply with all the general and specific standards for the location or operation of the use as specified in these regulations and as authorized by the Development Review Board. Uses requiring a conditional use permit are listed in Table C-1, Table of Uses. In granting approval for a conditional use, the Development Review Board may attach such additional, reasonable conditions and safeguards as it may deem necessary to implement the purposes of these regulations.

C. Uses and Actions Subject to Conditional Use Review. Conditional use permit approval shall be required prior to issuance of a zoning permit in all districts where such uses are listed as conditional uses in the District Regulations. Any alteration, extension or other change to an existing conditional use shall require review under the requirements of this section.

D. Review and Approval Procedure. A use designated as a conditional use in any district may be permitted by the Development Review Board, after public notice and public hearing, according to the following procedures:

- (1) Any conditional use shall be either:
 - (a) subject to site plan review, except as provided for in Section 14.03(B), and therefore reviewed under the requirements of Article 14, Site Plan and Conditional Use Review; or,
 - (b) subject to planned unit development review and therefore reviewed under the requirements of Article 15, Planned Unit Development.
- (2) The Development Review Board may require submission of plans, data, or other information in addition to the requirements of Article 14, as it deems necessary.

Proposed code for Ludlow bylaws extracted 10/14/2021

SECTION 255 – ADMINISTRATIVE REVIEW

(In accordance with sec. 4464(c))

Applicability: In order to streamline the permitting process, the Zoning Administrator may review and approve new developments and amendments as specified in Section 430 located within the Village R-C District.

Application Requirements: An applicant shall submit a complete application, site plan, associated fees, and information about how the project meets the review criteria.

Review Criteria: All developments subject to Administrative Review must meet the Site Plan Review standards in Section 260.2.

Decisions: No new development shall be approved that results in an undue adverse impact under any applicable standards set forth in these regulations. All decisions, whether to approve, approve with conditions, or disapprove an application under Administrative Review shall be based upon the review criteria in these regulations.

Appeal: Decisions rendered under Administrative Review are subject to appeals under Section 223(1).

Referral to DRB: The authority to render an administrative decision does not mean that the Zoning Administrator is required to do so. The Zoning Administrator may refer any application to the Development Review Board where board review or interpretation is appropriate or necessary. In such cases, the applicant shall be responsible for any additional fees or submittals needed for board review.

260.2 - SITE PLAN APPROVAL

As a prerequisite to conditional use approval, the approval of the site plan by the Development Review Board is required.

In reviewing the site plans, the Development Review Board shall consider and may impose appropriate conditions and safeguards only with respect to the adequacy of traffic access and circulation, parking, landscaping, and screening.

The DRB shall review the site plan and supporting data before approval, approval with stated conditions, or disapproval, is given, and shall take into consideration the following objectives.

1. Maximum safety of vehicular and pedestrian circulation between the site and the street network. Particular considerations shall be given to visibility at intersections, traffic flow and control, pedestrian safety and convenience, and access in case of emergency.

2. Adequacy of traffic circulation, parking, and loading facilities. Particular consideration shall be given to the items in (1) above and effect of glare, noise, or odors on adjoining properties. Refuse and service areas should be included in this consideration. Provisions for snow removal should also be made.
3. Landscaping and screening

A. Screening Requirements

- (i) Each project shall incorporate screening that (i) breaks up the visible area of the project so as to prevent unobstructed views; (ii) mitigates adverse aesthetic impacts on views from residences and public highways; and (iii) harmonizes the project with the character of the surrounding landscape and neighborhood.
 - (ii) Plantings for screening purposes shall be of sufficient height, density and maturity to achieve the screening standard immediately.
 - (iii) The screening requirements of this Section apply year-round during the entire period of existence of a project. Screening must remain in place until a project has been fully decommissioned and the site restored to its pre-installation condition.
 - (iv) Where new screening materials must be installed or planted to ensure compliance with this section; natural, living, native and existing screening materials such as native trees and shrubs shall be used in lieu of artificial screening materials such as walls, fences, and other structures; provided, however, that limited use of artificial screening materials is permissible to the extent that (i) the use of living screening in that area is not feasible, and (ii) the artificial screening is of size, scale and materials that are consistent with the character of the surrounding neighborhood and landscape.
 - (v) Maintenance of landscaping and screening shall be the joint and several responsibility of the developer and property owner on which the energy project or new commercial development resides. Dead, dying or diseased plants used in screening shall be promptly removed and replaced as soon as possible, consistent with good landscape planting practice, and in the case of any solar project such obligations shall be a condition of any certificate of public good granted by the Public Service Board, or any successor body having jurisdiction over such project.
 - (vi) The screening standards set out above shall be achieved entirely within the property containing the project, and not on "borrowed" lands or lands of any affected property owner.
4. Exterior lighting. Illumination from lighting fixtures or other light sources shall be shielded or of such low intensity as not to cause undue glare, reflected glare, sky glow or a nuisance to traffic or abutting properties. Lights used to illuminate parking areas and drives shall be so arranged and designed as to deflect light downward and away from

adjacent residential areas and public highways. Lights shall be of a "downshield luminaire" type where the light source is not visible from any public highway or from adjacent properties. Only fixtures which are fully shielded to not expose a light source, and which do not allow light to "flood" the property, are permitted to be attached to buildings. Searchlights are not permitted. LED or other energy efficient lighting shall be required. The Development Review Board may require a lighting plan under conditional use or planned unit development review procedures.

SECTION 430 - VILLAGE R-C DISTRICT

The purpose of the Village R-C District is to serve as the focus of social and economic activities in the community. Served by public water and sewer services, sidewalks and an urban roadway network, this area provides for the highest density of commercial, civic, residential and other compatible development in the community. Residential or professional office uses are encouraged in the upper floors above street-level commercial uses in this area. This District includes the Village Center that serves as Ludlow's traditional, compact commercial center that has a mix of commercial, civic and residential uses, and public gathering places. This District also includes adjacent mixed use areas that are encouraged to redevelop as an extension of the traditional village center, following the same traditional village land development patterns with multi-modal transportation infrastructure (i.e. sidewalks, on-street parking, bus stops, street trees and other pedestrian amenities).

Description: Zoning Map is official delineation of District.

Permitted Uses:

- | | |
|------------------------------|---------------------------------|
| 1) Single-unit dwelling | 5) Home child care |
| 2) Two-unit dwelling | 6) Accessory apartment |
| 3) Accessory use or building | 7) Governmental recreation area |
| 4) Home occupation | |

Site Plan/Administrative Review¹:

- | | |
|----------------------------------|---|
| 1) Three-unit dwelling | 8) Day Care Center |
| 2) Four-unit dwelling | 9) Tourist Home |
| 3) Bed and breakfast | 10) Specialty Craft Shop |
| 4) Business office | 11) Real Estate Office |
| 5) Personal service | 12) Change of use (i.e. retail to retail) |
| 6) Professional residence office | |
| 7) Professional service | |

Conditional Uses:

- | | |
|---|--|
| 1) Retail Use (including Car Wash) | 11) Outdoor and Indoor Recreational Use |
| 2) Retail Store (excluding Adult Bookstore/Adult Entertainment) | 12) Gas Stations |
| 3) Restaurant/Bar (No drive-through/drive-up/drive-in) | 13) Senior Housing |
| 4) Health Care Facility/Nursing Home | 14) Financial Institutions |
| 5) Private Club | 15) Theaters (excluding Adult Entertainment) |
| 6) Multi-Unit Dwelling (five units or more) | 16) Municipal Government Building |
| 7) Municipal or Private Parking Area | 17) Auto Service Station |
| 8) Inn | 18) Outdoor Recreational Use |
| 9) Veterinary Office - Animal Hospital | 19) PUD |
| 10) Motel | 20) Transitional Housing |

¹ Indicates land uses that can be approved under Administrative Review 24 V.S.A. §4464(c).

District Standards:

The clear purpose and the desired character of this district is to encourage small business, locally owned that blend in with the current small-town charm and preserve the vitality of Main Street businesses. The Village supports commercial ventures that increase the vitality and economic stability of our town and village, our focus is to foster businesses that maintain the character of our community. The character is rural, quiet, with private homes, with a quality of life people have come to appreciate and expect.

Lot Area Minimum	5,000 sq ft	
Lot Frontage Minimum	50 ft	
Lot Depth Minimum	80 ft	
Front Yard Setback Minimum ¹	5 ft	
Rear Yard Setback Minimum	15 ft	
Side Yard Setback Minimum	8 ft/each side	
Lot Coverage Maximum	75%	
Building Height Maximum	35 feet or 3 stories, whichever is less	
Accessory Building Height Maximum	25 ft	

¹ Measured from the traveled portion of the edge of the right-of-way, including sidewalks, if they exist

Supplemental District Standards.

1. Outside Dining, Curbside Pickup or Outside Merchandise Displays. Retail businesses and restaurants in this District may utilize space outside of their building for outside dining, curbside pickup orders or outside merchandise displays. However, the outdoors space must be located entirely on private property (on-premise) or, if on or adjacent to a municipally-maintained sidewalk, it must meet the following standards:
 - a. Businesses must maintain a 5-foot wide pedestrian path of travel on the sidewalk clear of obstructions at all times.
 - b. Outside dining or curbside pickup operations shall not intrude on pedestrian corner clear zones, nor interfere with curb ramps or driveways.
 - c. At no time can curbside activities obstruct emergency facilities including, but not limited to, emergency vehicle access, no parking zones, fire hydrants or fire escapes.
 - d. Outside seating areas must provide a partition defining the dining area.

- e. No permanent fixtures may be placed within the public right of way. Any furniture and partitions must be removed from the public right of way daily at the close of business.
2. Pickup Windows. The addition of a walk-up, pedestrian oriented pickup window for any business in this District is exempt from needing a zoning permit provided it is not used by motor vehicles and it meets all applicable standards for curbside pickup.

Proposed Springfield Bylaws Administrative Review and application requirements

Sec. 30-917. - Application requirements.

An application for a zoning permit shall be filed with the administrative officer on forms provided by the town. Required application fees, as set by the legislative body, also shall be submitted with each application. In addition, the following information will be required:

- (1) *Permitted uses.* Applications for a permitted use shall include, but not be limited to, a sketch plan, on paper no smaller than 8.5 inches by 11 inches, drawn to scale, that depicts the following:
 - a. The dimensions of the lot, including existing property boundaries;
 - b. The location, footprint and height of existing and proposed structures or additions;
 - c. The location of existing and proposed access (curb cuts), driveways and parking areas;
 - d. The location of existing and proposed easements and rights-of-way;
 - e. Existing and required setbacks from property boundaries, road rights-of-way, surface waters and wetlands;
 - f. The location of existing and proposed water and wastewater systems; and
 - g. Other such information as required by the administrative officer to determine conformance with this ordinance.

(2) *Other uses.* In addition to the above permit application requirements, the application for development requiring approval under conditional use, site plan, downtown design review, flood hazard area, and/or planned unit or planned residential development review shall include a site development plan prepared in accordance with Table 30-721.

Sec. 30-919. - Administrative review.

In accordance with 24 V.S.A. § 4464(c), the administrative officer may review and approve new development and amendments to previously approved development.

(1) The administrative officer may approve amendments to previously approved development providing it shall not have the effect of substantively altering any impact under any of the standards set forth in the ordinance or have the effect of substantively altering any of the findings of fact or conditions of the most recent approval. In the Downtown Design Control Overlay District such approval may only be granted after review by the downtown design review advisory commission.

(2) The administrative officer may approve a one-year extension of the permit expiration date after written request and explanation of the reason for the extension by the applicant and signed by the property owner.

(3) Exterior lighting installations involving the installation or replacement of six or fewer lighting fixtures may be approved by the administrative officer except in the DDROC. All others must be approved by the development review board.

(4) The administrative officer may approve boundary adjustments and minor subdivisions.

FROM TOWN OF KILLINGTON ZONING BYLAWS

SECTION 605 - ADMINISTRATIVE REVIEW

1. The Administrative Officer may review and approve certain new developments and amendments to previously approved development that would otherwise require Development Review Board review and approval under the following conditions:
 - A. The administrative approval will not have a substantial impact on any of the standards set forth in these Zoning Bylaws; and
 - B. The administrative approval will not have a substantial impact on any findings of fact of the most recent approval.
2. Prior to granting administrative approval the Administrative Officer will advise the Chair of the Development Review Board of such proposed approval. The Chair at their discretion may require a public hearing in place of administrative approval.
3. Any decision made by the Administrative Officer may be appealed as provided in Section 760 of these Zoning Bylaws.

Perspective on Chester's activity level of 79 permits issued in 2020, 16 of which were handled by the DRB, for a population in 2021 of 3,002 according to worldpopulationreview.com.

South Burlington VT 2021 population 19,761 according to worldpopulationreview.com, up from 17,904 in 2010

DRB Decisions Issued: 41

Conditional Use (CU)	5	Design Review (DR)	1
Site Plan (SP)	12	Reconsiderations	1
Subdivision (SD)	16	Miscellaneous (MS)	6
Master Plan (MP)	0		

Appeal of Administrative Officer (AO) 0

248,054 sf of new commercial square feet approved 28 new lots created via final plat

Building/zoning permits

Category	#	# of New Dwelling Units Issued
All Issued Permits FY20	887	
Zoning Permits - All	351	
Zoning Permits - Residential	37	71

Killington, VT 2021 population 744 according to worldpopulationreview.com, down from 810 in 2010

41 permits in 2018 – 2019 67 permits in 2019 – 2020

Springfield, VT 2021 population 8,858 according to worldpopulationreview.com, down from 9,373 in 2010.

ADMINISTRATIVE ZONING ACTIVITY: 2019 – 2020 39 permits total

8 Garages/barns	7 Decks
5 Single Family Dwelling	6 Signs
6 Sheds	1 Fence
1 Convert to Living Space	1 Home Occupation
3 Residential Additions	1 Boundary Line Adj.

DRB activity 10 permits total

2 changes of use for existing buildings	Downtown Design Review Advisory Commission Reviewed 4 projects
2 new businesses	
2 new home businesses	
1 subdivision	
3 denials	

Ludlow VT 2021 population 1,830 according to worldpopulationreview.com, down from 1,980 in 2010. The DRB evaluated 24 projects in 2020. I couldn't find any building/zoning permit statistics.