

## Department of Planning and Zoning

149 Church Street  
Burlington, VT 05401  
Telephone:(802) 865-7188  
(802) 865-7195 (FAX)  
(802) 865-7142 (TTY)

*David White, AICP, Director  
Meagan Tuttle, AICP, Comprehensive Planner  
Jay Appleton, Senior Programmer  
Scott Gustin, AICP,CFM, Principal Planner  
Mary O'Neil, AICP, Principal Planner  
Ryan Morrison, Associate Planner  
Layne Darfler, Planning Technician  
Anita Wade, Zoning Clerk*



TO: Development Review Board  
FROM: Scott Gustin  
DATE: December 19, 2017  
RE: 17-0755CA; 235 Penny Lane

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As required by the Development Review Board's conditions of approval (#4) of zoning permit 17-0755CA for construction of a new marina at 235 Penny Lane, a memo articulating management of the proposed east parking lot has been provided.