



MEETING MINUTES
TOWN OF BRISTOL
PLANNING COMMISSION
Tuesday, January 21, 2020 7:00 PM
Holley Hall

Planning Commission Members

Katie Raycroft-Meyer, Co-Chair
Bill Brown, Co-Chair
Mark Gibson
Robert Rooker
William Sayre
Kevin Hanson
Tom Wallace
J. Tyler Masters
Lloyd Dike

Zoning Administrator

Kris Perle

Planning Commission (PC) Members Attending: Tom Wallace, Mark Gibson, Lloyd Dike, Katie Raycroft-Meyer, Rob Rooker, Kevin Hanson
Others Attending: Andrew L’Roe (ACRPC - Addison County Regional Planning Commission); Kris Perle (Zoning Administrator)

1. Review agenda for addition, removal, or adjustment

Review of Subdivision Regs was moved from Item 6 to Administrative Matters.

2. Review and Approve Minutes:

Minutes from 01/07/2020 meeting were reviewed. Rob R. made motion to approve, Tom W. seconded. Motion passed.

3. Public Hearings:

None

4. Administrative Matters

Discuss process for reviewing and adopting Subdivision Regulations –

Kris P. has received draft copy of regs from ACRPC and has made comments back. He expects updates back this coming week. With the addition of sub-division regs, the existing Zoning regs will become a Unified Planning Document. Kris P. also has some minor changes that he is recommending making to the current Zoning regs as part of his review. The process to approve will be a Planning Commission public meeting, then a Selectboard hearing, and then a Town vote. Goal is to have a Town vote in August 2020 (State Primary). The Unified Planning Document will do away with the Zoning Board of Adjustment (ZBA). There will be a Planning Commission and a Development Review Board (DRB). The DRB would become a hybrid of functions of the ZBA and some of the Planning Commission. This activity would likely require a monthly or possibly every other week meeting for the DRB. The DRB will become a more active function than the current ZBA, which meets infrequently, and may or may not impact existing members desire to move to the DRB. Other issues needing completion include modifications within the current zoning regs to reflect inclusion of the new sub-division regs within the Unified Document. Kris will mail out the updated doc this coming week. Katie R-M. asked Kris P. to include a summary “list” of zoning reg changes to be sent out with updated Unified document. She also suggested to include member of the ZBA in review process. Kris asked members of the Planning Commission to review the existing zoning regs for proposed changes as well.

5. Old Business:

Enhanced Energy Plan –

Rob R. made motion to adopt the Enhanced Energy Plan, seconded by Tom W. Last minor changes were reviewed with limited comments. Rob withdrew motion after brief discussion due to light turnout (Mark G. was not present at the time). It was discussed and determined that it is desirable to have more members present for a vote.

6. New Business:

Continue review of Bristol Town Plan.

- **Review following plan sections: “The People’ Section - Demographic Profile, Economic Profile, Housing Profile –**

Andrew L. (ACRPC) was present for discussion.

Demographic Section – There was discussion about Figure 4, Bristol Population Projections, and rationale of the two diverging data sets, one showing a decrease and one showing an increase in population growth. Andrew explained that the data sets were modeled at different times resulting in different projections based on data at the time when modeled. The ACRPC model was completed in 2002, the State model was completed using 2013 data. He will clarify with a note explaining why the chart lines are divergent.

Economic Profile – For Figure 3, Primary Jobs Inflow/Outflow for Bristol, 2017, the employee numbers do not seem to line up with narrative numbers in section A. There was a question about the two graphics. Both have merits and support by different members. It was also suggested to use bars. Andrew to review.

Housing Profile – A section overview was given, some formatting mentioned. There was discussion about Section F. Housing Concerns, and concerns relating to the statement that housing being built is too large and affordability concerns as well. Marketability of housing other than a 3-bedroom house is a concern. That statement filtered down from the ACRPC plan. Discussion also included density of housing and how density initiatives (energy and forest block preservation) align with current regs and being able to build economically. Work will be continuing on the last part of the section, which is not finalized.

A sub-committee to develop Goals and Policies for The People Section was formed with Tom W., Andrew L., and Katie R-M.

Public Health and Safety – Comments included reworking Fire and Rescue to separate sections, as parts of the Rescue narrative seems to be spread across two sections. It was noted that the hospitals have been renamed, and care practices in Town are changing. There was a short discussion about talking a little more on elder care facilities.

- **Set a date for Town Plan Open House** – a date of Tuesday, March 24th, at 6:00 PM was set for the open house. It appears that Holley Hall is open. Katie to check/confirm if space is free. There will be Pizza for those attending.
- For next time – Act on Enhanced Energy Plan, look at Flood Resilience Section - Andrew L. to prepare. Andrew L. passed out maps and a requirements outline for flood resilience.

7. **Any Other Public Comments**

No public comment.

8. **Adjournment**

Rob R. made a motion to adjourn at 9:15PM, second Mark G., passed