

Town of Bristol  
DEVELOPMENT REVIEW BOARD MEETING  
Remote Public Meeting  
Tuesday, May 25, 2021  
Meeting Minutes  
**DRAFT**

**DRB Members Present in person and remotely:** Kevin Brown (Chair), Tom Wells, Ted Desmond, Carol Clauss, Brenda Tillberg, John Moyers, Robert Rooker (Alternate). **Absent:** Paul Jackman, Josh Crandall (Alternate).

**Others Present:** Kris Perlee (Zoning Administrator), Valerie Capels (Town Administrator), Peggy Connor (Recording Secretary), Ian Albinson, Chris Acker, Jamie Simpson, Kevin Harper, Michael Perpall, Milford Cushman, Greg Butler.

- 1) **Call to Order:** Chair K. Brown called the meeting to order at 7:07 p.m.
- 2) **Review agenda for additions, removal, or adjustments of any items per 1 V.S.A. §312(d)(3)(A)**  
None.
- 3) **New Business:**

**a) Permit #21-403: Greg and Laura Butler at Devino Lane (Parcel 205025) Sketch Plan Review for a 2-Lot Subdivision**

K. Brown advised that Lots 1 and 2 meet the dimensional standard of 10,000 square feet for High Density Residential (HDR) zoning, requiring a single subdivision hearing. He noted that prior to the formal hearing to be held within 30 days, the sketch plan should show the distance from the Butler house to the new property line, as well as the isolation distances between wastewater systems, in accordance with the State's wastewater system and potable water supply rules.

**b) Permit #21-404: Chris Acker at Hewett Road (Parcel 060245.01) Sketch Plan Review for 3-Lot Subdivision**

Noting that one of the three acres will be a commercial development for a repair shop, K. Brown advised that the application automatically is considered to be a major subdivision, requiring a preliminary and final hearing. He added that the applicant may opt to combine the subdivision and conditional use hearings, or hold separate hearings to allow time to prepare a site plan specifying access, parking, screening, storage, etc.

**c) Permit #21-401: Stoney Hill Properties at Firehouse Drive (Parcel #06.02.09): Request for Final Plat Approval for a 4-Lot Subdivision per Bristol Unified Development Article IX, Sec. 930 and 941**

On behalf of Stoney Hill Properties, Jamie Simpson, Kevin Harper, and Milford Cushman addressed concerns raised at the previous DRB meeting on April 27th; specifically, screening and lighting. M. Cushman reviewed the landscape design plan showing the proposed screening to include 12-foot American Aborvitae along the extension of Fire Station Drive. Noting Section 760 of the Town's Unified Development Regulations, he noted that the same trees planted at the Firehouse some four years ago have since grown to nearly 20 feet tall. Regarding lighting regulations as cited in Section 742, M. Cushman advised that the proposed down-casting light packs automatically turn off at night and are triggered only by motion for security at night. Jamie Simpson explained the three control elements of the streetlights, designed to provide minimum foot candles: 1) an astronomical time clock to program lights on and off; 2) a photocell that dims to 37% after sunset; and 3) a programmable motion sensor.

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58 Brenda Tillberg asked about the impact of increased traffic, especially at busy times of day  
59 when employees are leaving the complex and the end of the school day at Mt. Abe. Kevin  
60 Harper assured the DRB that any anticipated traffic impact had been addressed, and that the  
61 project plan far exceeds state AOT requirements for entering and exiting the roadway.

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63 Kevin Brown moved to approve the subdivision and site plan as presented; John Moyers  
64 seconded. **MOTION PASSED UNANIMOUSLY (7-0) K. Brown noted that the submitted  
65 plans will be the approved application.**

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67 **4) Old Business**

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69 **a) Approve Minutes 04/27/2021**

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71 Add: "unanimously" after "so voted" on lines 96 and 114

72 Correction: "Moyers" lines 86, 95

73  
74 K. Brown moved to approve DRB meeting minutes for April 27, 2021 as amended; Carol Clauss  
75 seconded. **MOTION PASSED UNANIMOUSLY 6-0 (Tom Wells abstaining)**

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77 C. Clauss asked Zoning Administrator Kris Perlee the status of the camp located on the New  
78 Haven River. K. Perlee advised that the specific location is being determined, and that drawings  
79 provided to the Town show that the shelter is at the edge of the floodplain.

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81 **5) Adjournment**

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83 Meeting adjourned at 8:31 p.m. The next DRB meeting is tentatively scheduled for Tuesday,  
84 June 8, 2021.

85  
86 Respectfully submitted,  
87 Peggy Connor

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