

**Town of Bristol
DEVELOPMENT REVIEW BOARD MEETING
Remote Public Meeting
Tuesday, September 14, 2021
Meeting Minutes**

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

Others Present: Kris Perlee (Zoning Administrator), Peggy Connor (Recording Secretary), Ian Albinson, Jason Barnard, Tyler Labrie, Elise Shanbacker (ACCT), Valerie Capels (Town Administrator), Emily Spaulding, Samantha Dunn (Evernorth), Michael Perpall (architect for Evernorth), Milford Cushman

- 1) **Call to Order:** Chair K. Brown called the meeting to order at 7:14 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 #21-405: Emily Spaulding and Peter Frelik located at Bristol Cliffs Drive (Parcel #09.01.58) is requesting Sketch Plan approval for a 2-lot subdivision

Designer Jason Barnard reviewed the sketch plan for a 2-lot subdivision on a 6.50+/- acre parcel located at 49 Bristol Cliffs Drive in the RA-2 zoning district for the purpose of creating a new 2.02+/- acre parcel (Lot 2). Emily Spaulding and Peter Frelik propose to build a single-family residence on Lot 2, which will be served by an individual on-site in-ground wastewater disposal system, and provided water by the existing on-site shared drilled well. He noted that both Lots 1 and 2 conform to all dimensional standards, and that the applicants are not requesting waivers to the regulatory provisions and/or zoning setbacks. K. Brown advised that the sketch plan indicates a minor subdivision requiring a single hearing to be warned.

b. Permit #21-406: Adam and Amber Thomas located at North Meadow Drive (Parcel #205112-21) is requesting Sketch Plan approval for a 6-unit Planned Unit Development

J. Barnard reviewed the sketch plan on behalf of applicants Adam and Amber Thomas who are proposing a residential Planned Unit Development (PUD) on a 9.1+/- acre parcel in the Village Mixed zoning district on North Meadow Drive to construct three two-unit townhouses. The residences will be served by a shared on-site wastewater disposal system and provided water by the Town's municipal water system. Noting the extension of municipal services for the proposed 6 units, K. Brown moved to treat the PUD proposal as a major subdivision; T. Wells seconded. **MOTION PASSED UNANIMOUSLY (7-0)**

c. Permit #21-303: Evernorth located at Firehouse Drive (Parcel #225037.01) is requesting Conditional Use approval for a 20-unit multi-family dwelling per Bristol Unified Development Regulations Article III, Sec. 350

Evernorth developer Samantha Dunn reviewed the project narrative provided to the DRB on August 17, 2021, which addresses concerns raised at the DRB's July 13th meeting, including:

- Zoning showing acreage is adequate to comply with regulations:
"The project is located in two zoning districts: Village Mixed (VM) and Residential Office Commercial (ROC), on a 7.79-acre parcel:

Zoning District	Multifamily Density	Acres	Units Allowed
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	Requirement		
VM	2 units per acre	2.62	5.24
ROC	4 units per acre	5.17	20.68
	TOTAL:	7.79	25.92

➤ How to allow use of property for tenants and public (i.e., access to trail):
 “The Bristol Trail Network travels through the Stoney Hill site and follows the river into the downtown. The trail will continue to be in place and maintained by the Town and the site of the housing project has been designed to facilitate shared use of the open space.” S. Dunn added that there are plans for a picnic shelter, a 20’ x 40’ community with room to expand, and outdoor seating that would be accessible to anyone using the Trail Network.

➤ Lighting plan to include parking lighting and any site lighting to be added to pathways:
 “All exterior lighting for the project will meet standards for lighting intensity and uniformity and will be shielded to eliminate glare and employ cut-off to maintain dark night skies. Security lighting will employ motion sensors and not exceed 1 foot-candle at ground level.”

➤ Traffic impact at intersection of Firehouse Drive and Main Street
 Green Mountain Engineering’s trip analysis for the previously approved 15-unit project was included in the approved Act 250 permit and was recently updated to reflect the proposed 20-unit project. With only 75% of the affordable housing project’s residents owning a vehicle, as estimated by ACCT, the anticipated trips are likely to match the original analysis for the 15-unit project. The Act 250 application concluded that with the addition of the anticipated 541 daily trips, “it is unlikely that the proposed project shall cause any adverse negative impacts to the level of service of the West Street corridor.”

➤ More detail regarding renewables:
 “The proposed site layout leaves land open for potential future renewable energy installations and does not excessively inhibit or restrict access to the use of renewable natural resources for energy generation. The largest building will be designed and built to be solar PV-ready and solar will be installed on the roof if sufficient funds are available.”

➤ Further information regarding dumpster enclosures:
 “The site will have a single area for collecting trash, recycling and compost at the back of the southerly parking area. The trash area will be screened from public view with a painted wood or composite structure that exceeds the height of the dumpster.”

In regard to parking, S. Dunn advised that in addition to the 21 resident spaces on site, there will be three ADA parking spaces and 10 public spaces along Firehouse Drive. K. Perlee recently spoke with the fire chief about parking at the fire station, which will be restricted to those spaces designated for visitors. S. Dunn advised that parking for visitors at the fire station will be clearly communicated to residents, and that there will be additional shared parking in the back. Also, there will be an on-site part-time property management presence to oversee parking and general maintenance issues.

FINDINGS re: General and Specific Criteria for Review of a proposed Conditional Use per Town of Bristol Zoning Regulations Sections 355 and 356:

J. Moyer noted that energy efficiency also relates to density, and suggested that adequate insulation be installed in between units to mitigate noise.

Regarding Section 356 #5, S. Dunn advised that the outside building material is likely to be clapboard, but is yet to be finalized. She added that the walkways will be concrete, and

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Casella's will be contracted for regular food scrap collection.

J. Crandall moved to approve the conditional use application for Stoney Hill Properties to include submitted plans A1.1 dated 7/28/2021; A2.1, A2.2, A2.3 and A2.4 dated 7/28/2021; A3.1, A3.2 dated 7/28/2021; and Drawings #1 and #2 dated 2/8/2021 contingent upon acquiring all required state permits; T. Wells seconded. **MOTION PASSED UNANIMOUSLY (7-0)**

d. Approve 5/25/2021

Approval of meeting minutes for May 25, 2021 **DEFERRED.**

4) Adjournment

T. Wells moved to adjourn; R. Rooker seconded. **MOTION PASSED UNANIMOUSLY (7-0)**

Meeting adjourned at 8:46 p.m.

Respectfully submitted,
Peggy Connor, Recording Secretary