

Town of Bristol
DEVELOPMENT REVIEW BOARD MEETING
Remote Public Meeting
Tuesday, July 13, 2021
Meeting Minutes

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

Others Present: Kris Perlee (Zoning Administrator), Valerie Capels (Town Administrator), Peggy Connor (Recording Secretary), Jim Quaglino, Milford Cushman, Michael Perpall (Evernorth), Samantha Dunn (Evernorth), Tyler Labrie (Evernorth), Kevin Harper (Stoney Hill)

- 1) **Call to Order:** Tom Wells called the meeting to order at 7:06 p.m. and administered the oath to those giving testimony.
- 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) Stoney Hill Properties/Evernorth/ACCT Sketch Plan Review

J. Crandall disclosed that his firm, Freeman French Freeman, is employed by Evernorth; however, because he is not directly involved with Evernorth, DRB members agreed there would be no conflict of interest for Josh to participate in the informal sketch review.

Evernorth developer Samantha Dunn highlighted the changes to the original plan for Firehouse Apartments developed by Addison County Community Trust (ACCT) and Evernorth (formerly Housing Vermont). K. Harper and Stoney Hill Development have entered into an Option Agreement with Evernorth to sell the land identified for the residential portion of the Stoney Hill Development. As the site plan shows, the row house design and duplex footprints remain the same; however, because the density of the site is currently maxed out with 15 housing units, the Town of Bristol has been asked to sell or donate some of the undevelopable adjacent land to the project to achieve the density requirements in the zoning regulations. Total acreage will be 7.8 -- 5.8 acres from the Town and 2 from the original housing parcel. The row house structure has been expanded to incorporate a community laundry, gathering space, storage, and an administrative office. The new site plan minimizes the road required and takes advantage of a large open space to be used for community gardens, a covered pavilion, picnic tables and play structure. With the proximity to the Bristol Trail Network, it is anticipated that these amenities will be accessible to the Bristol Community by way of pedestrian access.

In terms of the growing need for affordable housing, S. Dunn noted the 158 households currently on the ACCT waiting list, and that single family ownership is cost-prohibitive for many due to soaring construction costs. She added that the federal housing tax credit program has proven to be a vital tool for addressing Vermont's shortage of affordable rental housing.

Architect Michael Perpall reviewed the Cushman design showing 8 buildings, 2 parking structures consisting of 6 bays, and a U-shaped driveway. To create more open space, 2 parking buildings and 3 cottages have been eliminated. The revised civil engineer's site plan shows that the 8 two-bedroom units are now 16 units in a single building, 2 two-level duplexes remain with one parking unit per unit, and an additional 10 parallel parking spaces along the street. Each parking area will include a screened trash space.

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K. Harper advised that Stoney Hill will complete the road that now stops at Firehouse Drive and build a sidewalk. S. Dunn added that Evernorth will maintain the concrete walkways in the business park.

R. Rooker suggested that the map indicate zoning districts, and Tom Wells asked if consideration had been made for something other than flat roofs. J. Crandall also noted that row house vernacular architecture is not represented in Bristol outside of Main Street. He suggested accentuating the vertical façade, adding that flat roofs are adaptable to solar, but are a departure from the pitched roofs that are part and parcel in the Town. T. Wells suggested increasing the parapet slightly with perhaps more detail on top. M. Cushman noted that the buildings are modeled after those built in the 1800's through 1910 when row housing was a popular affordable option. He added that pitched roofs had been considered but raising the parapet would be a decision made with Evernorth. He expressed confidence that all will be pleased with the project's final results. He asked for guidance from the DRB regarding additional information that they would like to see at the final hearing for conditional use approval. The applicant was advised to prepare the following:

- zoning showing acreage is adequate to comply with regulations
- how to allow use of the property for tenants and the public (i.e., access to trail)
- lighting plan to include parking lighting and any site lighting to be added to pathways
- traffic impact at intersection of Firehouse Drive and Main Street (notes from Act 250 hearing regarding traffic, and possible traffic study)
- more detail regarding renewables
- further information regarding dumpster enclosures
- K. Perlee provided additional guidance, citing Section 356: Site Specific Criteria for Review (p. 44 of the Unified Development Regulations).

M. Cushman noted there were no concerns raised regarding traffic impact during the Act 250 permitting process which is due to be finalized shortly. T. Wells advised that the State Act 250 process is a separate jurisdiction apart from the Town's Development Review Board function. He contended that a traffic study may make sense for a project of this magnitude. S. Dunn pointed out that most tenants in affordable housing have a single vehicle, and statistically 40% do not own a vehicle.

4) Old Business

B. Tillberg asked if the large zoning maps once displayed in the Town Offices could be reinstalled for easy access to DRB members. K. Perlee will reach out to the Addison County Regional Planning Commission for updated maps.

C. Clauss asked for a status update on the camp that appears situated in the floodplain on the New Haven River. K. Perlee has scheduled a site visit to the property.

J. Crandall requested that the host activate remote meetings at 6:50 p.m. rather than 7:00 p.m. He also suggested that the DRB regularly provide specific guidance to applicants in preparation for subsequent hearings.

a. Approve Minutes 05/25/2021

Approval of DRB meeting minutes for 5/25/2021 **DEFERRED** to allow all members to be present.

5) Adjournment

R. Rooker moved to adjourn; C Clauss seconded. **MOTION PASSED UNANIMOUSLY (5-0).** Meeting adjourned at 8:36 p.m.

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The next meeting of the DRB is scheduled for Tuesday, July 27th at 7:00 p.m.

Respectfully submitted,
Peggy Connor