

Town of Bristol
PLANNING COMMISSION MEETING
HYBRID Public Meeting
Tuesday, June 7, 2022
Meeting Minutes

Planning Commission Members Present *[in person and by remote]*: Chair Kevin Hanson, Chanin Hill, Jeff Lunstead, Robert Rooker, John Moyers, Bill Sayre (7:20 arrival)

Absent:

Melissa Hernandez

Visitors: Amos Martin, Ian Albinson

Others Present: Zoning Administrator Kris Perlee; Peggy Connor, recording secretary

Call to Order: Chair Kevin Hanson called the meeting to order at 7:04 p.m.

I. Review Agenda for Additions, Removal, or Adjustment of any Items per 1 V.S.A. §312(d)(3)(A) and implicit approval

- Consolidate agenda Item II.d) Discussion: American Rescue Plan Act (ARPA) Funding Advisory Committee Update with agenda item IV. b) Discussion: ARPA Committee Presentation

II. Administrative Matters

a) Discussion: Welcome new member John Moyers

On behalf of the Planning Commission, Kevin Hanson welcomed new PC member, John Moyers.

b) Approval of Minutes: 5/3/2022

Noting the minutes appear to be incomplete, Rob Rooker moved to table approval; Chanin Hill seconded. **SO VOTED (5-0). MOTION PASSED UNANIMOUSLY.**

c) Discussion: Zoning Administrator's Report

ZA Kris Perlee noted that his office continues to be busy, but there have been no recent major subdivision applications filed recently.

d) Discussion: ARPA Funding Advisory Committee Update (moved to agenda item IV.b)

e) Discussion: Misc. Correspondence

Kevin noted that the Bristol Bicycle Pedestrian Advisory Committee (BPAC) meeting minutes from April 28th had been previously shared with PC members, and are also available on the Town's website (<http://bristolvt.org/>).

f) Discussion: Open seat

Kevin reported that Jason Hurd has resigned due to unforeseen personal issues, leaving two open positions on the Commission: a one-year slot and a three-year slot. One individual has expressed interest in the one-year slot, and another may be considering serving for three years.

III. Continuing Business

a) Discussion: By-Law Modernization Grant Activity

- i. **ACRPC Request for Proposals Update**
- ii. **Other Interim Activities to Organize**
- iii. **Selectboard, Zoning Administrator Observations**

Kevin shared the proposed contract and workplan received from Adam Lougee, Executive Director of Addison County Regional Planning Commission (ACRPC) outlining the regional commission's role as

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consultant to the Planning Commission in connection with the By-Law Modernization Grant. Adam will consult with his staff throughout the process but will remain the primary contact for the project.

IV. New Business:

a) Discussion: VT Community Development Association's Housing (VCDA) Conference June 28th

Kevin plans to attend the VCDA spring conference addressing the State's housing challenge on June 28th at the Barre Elks Lodge. Through a variety of panels and peer-to-peer discussions, this conference will cover a variety of challenges and strategies, including: 1) how towns can use ARPA funds to support housing; 2) investing in rehabilitation to bring units back online in regions with an older vacant housing stock; 3) promising practices from municipalities implementing Zoning Bylaw Modernization to promote housing development; and 4) making sense of new resources to kickstart housing projects. Any PC members who would like to attend should contact Town Administrator Valerie Capels this week for registration information.

b) Discussion: ARPA Committee Presentation

ARPA Committee member Rob Rooker gave a presentation on the committee's recent activity. Noting that the Planning Commission operates under the guidance of the Town Plan, Kevin shared the plan's "Goals and Policies" for review in considering how ARPA funds should be spent.

Rob reported that the ARPA Committee is charged with gathering ideas brought forward by Town residents on how best to spend the \$1.1 million awarded to the Town of Bristol, and then present a summary report to the Selectboard. Focus groups compiled last month include Municipal, Business, Education/Youth, and Non-Profits. PC members were also asked to share responses to the question, "What is a word or phrase that comes to mind about what Bristol needs; i.e., challenges and what resources would help overcome that challenge?"

John Moyers noted the overwhelming demand for housing; Jeff Lunstead agreed, adding that there needs to be more diverse housing to meet different needs, in addition to making the town more pedestrian- and bicycle-friendly, noting streets without sidewalks. Chanin pointed out that the housing shortage directly impacts the worker shortage. Kevin added that infrastructure inhibits housing and demand on the grid. Kris suggested considering expansion of the village water system, noting that match money could be used for larger projects. An example might be to repair water lines on Pine Street and at the same time rescope the street to add sidewalks prior to resurfacing. John Moyers suggested doubling the size of the downtown sewer system which in turn would inspire business growth; expanding trails and bike lanes would attract more tourists; lowering taxes through solar investment; or addressing the drainage issue on the south side of Main Street.

In terms of a timeline, Rob noted that the funds must be committed by the summer of 2024, which is not a lot of time for planning large projects. Next steps for the advisory committee include public outreach, gathering data, and establishing criteria for a recommendation to the Selectboard.

V. Public Comment

None.

VI. Adjournment

Chanin Hill moved to adjourn; John Moyer seconded. **SO VOTED (6-0). MOTION PASSED UNANIMOUSLY.** Meeting adjourned at 7:50 p.m.

The next Planning Commission meeting is scheduled for Tuesday, July 5th at 7:00 p.m.

Respectfully submitted,

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Peggy Connor, Recording Secretary