

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55

Town of Bristol
PLANNING COMMISSION MEETING
HYBRID Public Meeting
Tuesday, September 6, 2022
Meeting Minutes

Planning Commission Members Present [*in person and by remote*]: Jeff Lunstead, Chanin Hill, Robert Rooker, Slim Pickens, Melissa Hernandez, Bill Sayre

Absent: Kevin Hanson, John Moyers, Fred Baser

Visitors: Adam Lougee, Executive Director, Addison County Regional Planning Commission

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

Call to Order: Jeff Lunstead called the meeting to order at 7:02 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

Agenda adjustment:

- Move “New Business” to “Administrative Matters,” following ARPA Discussion. All agreed.

II. Administrative Matters

a) Approval of Minutes: 7/5/2022

- Correction: Line 116: change August 2nd to September 6th

Chanin Hill moved to approve meeting minutes for July 5, 2022, as amended; Melissa Hernandez seconded. **SO VOTED (6-0) MOTION PASSED.** Minutes approved as mended.

b) Discussion: Zoning Administrator’s Report

ZA Kris Perlee reported that developers have begun to break ground on the housing project next to the fire station.

c) Discussion: ARPA Funding Advisory Committee Update

Rob Rooker reported the committee has agreed on a number of outreach efforts over the last month to engage members of the community, including postings on Front Porch Forum, publishing notices in the local paper, a presence on Election Day in November, and coming up, a spaghetti dinner to take place at the Bristol Elementary School on Thursday, September 8th. Community members are invited to brainstorm ideas on how best to spend the \$1.1 million awarded to the Town of Bristol through the American Rescue Plan Act of 2021 (ARPA). Rob added that the committee is now moving from information gathering to the evaluation stage in preparation of sending its recommendations to the Selectboard. Kris Perlee added that a few hundred responses have been received to date, so there is a significant amount of data to sift through. Some popular suggestions have included affordable housing, day care, and support for the schools. [minutes | Search Results | Town of Bristol, Vermont \(bristolvt.org\)](https://www.bristolvt.org/minutes/Search%20Results/Town%20of%20Bristol,%20Vermont)

III. Continuing Business

None.

IV. New Business: [agenda item taken out of order]

The Town of Bristol has contracted with Addison County Regional Planning Commission (ACRPC) for consulting services to amend the Town’s Unified Regulations to improve housing opportunities within its village center. ACRPC Executive Director Adam Lougee gave a presentation entitled “Land Use Planning and Regulation in Vermont: A Practical Training for Citizen Planners” focusing on the roles and responsibilities of the Selectboard, Planning Commission, and Development Review Board. Noting the top suggestions from community members for spending ARPA funds, Adam advised that

56 he will provide statistics at the Planning Commission's next meeting that show how demographics are
57 driving the need for affordable housing.
58

59 **d) Discussion: Misc. Correspondence [agenda item taken out of order]**

- 60 ➤ Bicycle Pedestrian Advisory Committee (BPAC) meeting minutes from July 28th and August
61 25th indicate that although there was not a quorum at either meeting, the committee has
62 continued discussions on traffic calming measures in preparation of making recommendations
63 to the Selectboard. The committee is seeking more members to join in this effort.
64
- 65 ➤ A request has been received from West Central Vermont Comprehensive Economic
66 Development Strategy (CEDS) for feedback on the draft CEDS (info@westcentralvt.org)
67
- 68 ➤ A series of webinars are being hosted by the UVM Lake Champlain Sea Grant to help
69 municipal officials and other community leaders adapt and recover from extreme weather
70 events such as flooding. [LCSG Oct webinar.png \(1545x2000\) \(vermont.gov\)](#)
71
- 72 ➤ Request for response to a Health Equity Survey distributed by ACRPC and funded by the
73 Vermont Department of Health has been received. Planning Commission members are asked
74 to review the survey for discussion at their October 18th meeting.
75 <https://forms.gle/f6YKsnaPrn6GGsJX8>
76
- 77 ➤ The Bristol Conservation Commission is considering applying for a municipal planning grant to
78 update Bristol's wildlife corridor maps to include in the next update of the Town Plan. The
79 commission's vice chair Kristen Underwood advised in her email to Kevin dated July 25th, that
80 at this point, the Conservation Commission is only interested in using funding to develop and
81 update the data layers that would then be considered as part of the discussion so that the
82 Town can be making planning decisions around more current data.
83
- 84 ➤ Vermont Floodplain Management drop-in discussions are held on the third Thursday of the
85 month at 9:00 a.m. The discussions are intended to support the work of municipal officials who
86 are responsible for floodplain and river corridor regulations, and/or involved in the broader
87 work of floodplain management. www.floodready.vt.gov
88

89 **V. Public Comment**

90 None.

91
92 **VI. Adjournment**

93 Rob Rooker moved to adjourn; Chanin Hill seconded. **SO VOTED (6-0). MOTION PASSED**
94 **UNANIMOUSLY.** Meeting adjourned at 8:20 p.m.

95
96 The next Planning Commission meeting is scheduled for Tuesday, October 18, 2022, at 7:00 p.m.
97

98 Respectfully submitted,
99 Peggy Connor, Recording Secretary