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Town of Bristol
DEVELOPMENT REVIEW BOARD MEETING
Remote Public Meeting
Tuesday, December 13, 2022
Meeting Minutes

DRB Members Present in person and remotely: Kevin Brown, Ted Desmond, Brenda Tillberg, John Moyers, Josh Crandall (7:15 arrival).

Absent: Tom Wells

Others Present: Kris Perlee (Zoning Administrator), Peggy Connor (Recording Secretary), Jim Quaglino, Jason Barnard, Brian and Jennifer Dukehart

1) Call to Order: Kevin Brown called the meeting to order at 7:03 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

4) 22-403: Adam and Amber Thomas located at North Meadow Drive (Parcel #205112-21) is requesting a sketch plan review for an 11-lot subdivision/PUD per Bristol Unified Development Regulations Article IX, Sec. 920

Surveyor Jason Barnard reviewed the sketch plan on behalf of the Thomases for a proposed residential Planned Unit Development (PUD) on their 9.1+/- acre parcel of land located in the Village Mixed (VM) zoning district at North Meadow Drive. The PUD will consist of 11 single-family residences each served by an on-site shared wastewater system and water provided by the Town's municipal water system. The two proposed residential clusters will utilize an existing shared access: Units #1-#6 will access North Street via the existing gravel drive, which will be improved; Units #7-#11 will access Pine Street via North Meadow Drive. Electrical and water supply service will be provided along these same routes; the water service will be continuous between the two residential clusters to provide a looped connection to benefit the municipal water system. Two building envelopes of 1.6+/- acres and 1.5+/- acres are proposed to locate the residential clusters on the most suitable land, while preserving the property's natural resources. There will be a single-car garage built on the side of each home..

The proposed structures are located with adequate separation for fire safety and emergency access; height will be less than 35 feet, in accordance with requirements for the VM zoning district. The PUD is designed to maintain a minimum 30-foot setback around the perimeter of the property, and the proposed house sites are clustered at the interior of the lot, with the majority of wooded areas remaining intact as buffers for additional privacy.

Two parking spaces and a turn-around area will be provided for each proposed residence. No additional landscaping is proposed at this time, and the only proposed sign is the E911 street sign for a new private road.

Construction will take place in phases over a 5-year period: Phase 1 will focus on the easterly portion with 6 dwelling units and installing a cul-de-sac; and Phase 2 of the Master Plan will focus on the westerly portion. Ten homes will be rented, and owners Adam and Amber Thomas plan to live in Unit #11.

As the property is already in Act 250, an amendment to the permit is currently being processed, in addition to stormwater and wastewater permits. Jason has met with officials from the Division for Historical Preservation and the State Agency of Natural Resources (ANR). It is anticipated that all permitting will be complete by the end of next summer.

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Next steps:

- Kevin Brown recommended that the applicants provide the radius for the cul-de-sac to ensure adequate access for emergency vehicles.
- Josh Crandall suggested main buildings should have a public approach (vs. garages facing road).
- John Moyers looks forward to seeing comprehensive lighting and landscaping plans.
- Per Section 930 of the regulations, applicants have “six months after classification of the Sketch Plan as a Major or Minor Subdivision by the DRB....to apply for approval of a Final Plat (for minor) or a Preliminary Plat (for a major).”

DRB members concluded that the Thomas sketch plan 22-403 for parcel #205112-21 is a major subdivision to be scheduled for a Preliminary Plat hearing.

5.a. Approve Minutes for April 12, 2022

Lacking a quorum of those present on April 12, 2022, approval of minutes DEFERRED.

5.b. Approve Minutes for August 23, 2022

Kevin Brown moved to approve DRB meeting minutes for August 23, 2022; Ted Desmond seconded. Motion passed 4-0 (K. Brown, J. Crandall, T. Desmond, B. Tillberg) (J. Moyers abstained)

Meeting adjourned at 7:40 p.m.

Respectfully submitted,
Peggy Connor, Recording Secretary