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**Town of Bristol**  
**DEVELOPMENT REVIEW BOARD MEETING**  
**Remote Public Meeting**  
**Tuesday, March 28, 2023**  
**Meeting Minutes**

**DRB Members Present in person and by remote:** Kevin Brown, Ted Desmond, John Moyers, Tom Wells, Josh Crandall, Brenda Tillberg.

**Others Present:** Kris Perlee (Zoning Administrator), Peggy Connor (Recording Secretary), David Livingston, Dave Livingston, Alexander Huizenga (engineer)

1) **Call to Order:** Kevin Brown called the meeting to order at 7:02 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) **Permit #23-300: Livingston Farms located at 40 South 116 Rd. (Parcel #060259.12) is requesting Conditional Use review for a new repair shop per Bristol Unified Development Regulations Article III, Section 350**

Engineer Alexander Huizenga of Stone Environmental, Inc. reviewed the site plan for Livingston Farms to construct an on-site repair and maintenance facility on an 8.35-acre parcel located at Vermont Routes 17 and 116 in the Commercial (C-1) zoning district. Specifications include:

- 3,500 +/- square foot steel building: 70' x 50' footprint
- Frontage: 461' on Route 17, and 702' on Route 116
- Compliance with all setback requirements in the C-1 zoning district
- Extension of existing gravel access
- New water line and wastewater line connecting to existing systems
- State permit approval for water, wastewater, and stormwater discharge
- Act 250: close to completion

Building specifications include:

- 3 bays
- Color to match other buildings on site
- Highest point: 26.4 feet
- Attached shed for organized storage
- Radiant floor heating
- Insulating spray foam inside walls and ceiling
- Outside insulation
- Fully shielded and downward directed LED lighting
- Business hours: 8:00 a.m. – 4:30 p.m. Monday-Friday and 9:00 a.m.-3:00 p.m. Saturdays; fewer hours during winter months

Regarding energy standards, Alex noted that the steel building manufacturer's staff architect will ensure all state energy standards are met. Additionally, the Vermont Department of Labor and Industry is scheduled to visit the site this week, followed by state inspections every two years.

DRB members reviewed the General Criteria for Review (Section 355 of Bristol Unified Development Regulations):

1. Capacity of Community Facilities (met)
2. Character of Area (met)
3. Traffic Impacts (will decrease with on-site repair facility vs. traveling to shop on Hardscrabble Road site)

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- 4. Compliance with Regulations (met)
- 5. Renewable Energy Resources (discussed above)

Following was a review of Specific Criteria per Section 356:

- 1. Traffic circulation (will not be a public facility)
- 2. Safe pedestrian connections (no sidewalks are proposed)
- 3. Landscaping (C-1 district does not require buffers)
- 4. Outdoor storage of trash (there will be no dumpsters)
- 5. Building design (will coordinate with existing buildings)
- 6. Village Planning Area specifications (not applicable)
- 7. Compliance with stormwater requirements (state permits approved)
- 8. Exterior lighting (consistent with existing buildings)
- 9. Noise (doors will be closed during business hours, and electric power tools will be used)
- 10. Signs (no additional signage)
- 11. Hours of operation: 8:00 a.m. – 4:30 p.m. Monday-Friday and 9:00 a.m.-3:00 p.m. Saturdays; fewer hours during winter months
- 12. Overlay districts (not applicable)

**DISCUSSION:**

John Moyers pointed to the definition of “repair shop” in the zoning regulations, noting that it states: “Does not include repair or service of any vehicle that can legally be driven on a public road.” John suggested that approval for the building specify that it will be a “vehicle service station,” defined as “A facility for the service or repair of motor vehicles or recreational vehicles that can legally be driven on a public road.” Kevin added that the proposed building also falls under the definition of “Business Yard.” Following discussion, it was agreed to refer to the proposed facility as a “business yard/vehicle service station.”

Having reviewed all criteria for a conditional use permit, Kevin Brown moved for approval of Permit #23-300 for a business yard/vehicle service station on an 8.35-acre parcel in the Commercial (C-1) zoning district located at 40 South 116 Road, with the following conditions:

- Repair and maintenance of vehicles and structures owned by applicant only, and not open to the general public.
- Outside lights to be downward facing and shielded illuminating only the property.
- Compliance with all state requirements.

Josh Crandall seconded the motion. **MOTION PASSED UNANIMOUSLY 6-0** (K. Brown, T. Desmond, T. Wells, B. Tillberg, J. Crandall, J. Moyers)

**5) Approve Minutes for December 13, 2022**

Deferred.

**6) Adjournment**

Meeting adjourned at 7:45 p.m.

Respectfully submitted,  
Peggy Connor, Recording Secretary