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Town of Bristol
DEVELOPMENT REVIEW BOARD MEETING
Remote Public Meeting
Tuesday, June 13, 2023
Meeting Minutes

DRAFT

DRB Members Present in person and by remote: Kevin Brown, John Moyers, Brenda Tillberg, Ted Desmond.

Absent: Josh Crandall, Tom Wells

Others Present: Kris Perlee (Zoning Administrator), Peggy Connor (Recording Secretary), Applicants James and Christine Whitcomb (Permit #23-401); Jack and Linda Malzac, Jim Quaglino, Jill Fraga.

1) Call to Order

Chair Kevin Brown called the meeting to order at 7:02 p.m.

2) Review agenda for addition, removal, or adjustment or any items per 1 V.S.A. §312(d)(3)(A)

None.

3) Old Business

None.

4) New Business

- a. **Final Plat Review Permit #23-401:** James and Christine Whitcomb of 140 North St. (Parcel #060120) are requesting a 2-lot subdivision per Bristol Unified Development Regulations Article IX, Section 930

DRB members reviewed the plat drafted by Ronald LaRose dated May 10, 2023, showing a two-lot subdivision to create Lot 1 consisting of 2.01 +/- acres, and Lot 2 being 6 +/- acres located in the Village Residential zoning district. Applicants own the easement to Lot 2 off Hazel Drive, a 50-wide private road, and town water serves the existing house and outbuildings on Lot 1. Applicant Christine Whitcomb advised that Lot 1 will be sold, and there are no plans to develop Lot 2 at this time.

Kevin Brown noted that the second access from Meadow Lane to a public road would require a road access permit from the Town should Lot 2 be developed. Christine advised that the intent is to request an easement to Hazel Drive and later decide access options when Lot 2 is developed.

John Moyers moved to approve the 2-lot subdivision as depicted on the final plat prepared by LaRose dated May 10, 2023; Kevin Brown seconded. **MOTION CARRIED 4-0** (K. Brown, J. Moyers, B. Tillberg, T. Desmond)

5) Approve Minutes:

a. April 25, 2023

Lacking a quorum of those present at the April 25, 2023 DRB meeting, approval of minutes DEFERRED.

b. May 30, 2023

- Correction: Line 88: substitute "Town of New Haven" with "Town of Bristol"

John Moyers moved to approve the May 30, 2023 DRB meeting minutes as amended; Brenda Tillberg seconded. **MOTION CARRIED 4-0** (K. Brown, J. Moyers, B. Tillberg, T. Desmond)

John Moyers asked if recordings of the meetings represent an official record. Kevin Brown explained that while recordings are made available to the public, meeting minutes are an official record of actions taken by the board, but not a record of everything that was said. Should any action be appealed to the

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56 Environmental Court, the process depends on whether a town has designated certain types of cases
57 for more formal proceedings. Once a decision is rendered in such cases, any appeal would be based
58 on the record, and would not be entitled to a de novo review by the Environmental Court at which new
59 evidence and testimony is offered, even if it was not presented at the local level.

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61 **IV. Adjourn**

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63 Meeting adjourned at 7:40 p.m.

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65 Respectfully submitted,
66 Peggy Connor, Recording Secretary