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Town of Bristol
PLANNING COMMISSION SPECIAL MEETING
HYBRID Public Meeting
Tuesday, June 20, 2023
Meeting Minutes

D R A F T

Planning Commission Members Present *[in person and by remote]*: Rob Rooker, Fred Baser, John Moyers, Slim Pickens, Chanin Hill, Anna Daylor, Bill Sayre, Melissa Hernandez.

Absent: Kevin Hanson

Visitors: Addison County Regional Planning Commission (ACRPC) Executive Director Adam Lougee, Jim Quaglino (remote), Helen Young (remote)

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

Call to Order: ZA Kris Perlee called the meeting to order at 7:00 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

None.

II. Continuing Business:

a) Discussion: Continue By-Law Modernization Grant work with ACRPC, focus on Village Mixed (MIX) and Village Residential (VR) Districts.

III. New Business:

a) Discussion: S.100 enacted and effect on our work

In his summary of the Planning Commission's last meeting in May, Adam Lougee noted that all were generally in favor of more dense development in the Village Mixed District, but with no more density than in the High Density Residential District, and all appeared to be in support of multi-family housing becoming a permitted use with DRB site plan approval.

Adam also shared highlights of S.100, the housing bill known as the Housing Opportunities Made for Everyone Act (HOME) signed into law by Gov. Scott on June 5th.

The first 25 pages of the bill, available on line at <https://legislature.vermont.gov/bill/status/2024/S.100>, are dedicated to municipal zoning and planning changes:

- In residential districts served by municipal sewer and water infrastructure [defined in the legislation], a municipality may not require more than one parking space per dwelling. A municipality may require 1.5 parking spaces in areas without sewer and water and in areas more than one-quarter mile from public parking for duplexes and multi-unit dwellings if existing parking isn't sufficient.
- Duplexes are allowed uses in any district that allows year-round residential development. They are to be allowed with the same dimensional standards as single-unit dwellings. Multi-unit dwellings of at least four units must be allowed in areas of town served by sewer and water. If the bylaw regulating such a district requires multi-unit structures to have more than four dwelling units, that requirement will remain in place. This section takes effect on July 1, 2023.
- Conversion of non-residential detached buildings to accessory dwelling units are to be subject to the same standards of review as single family homes.

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- In residential districts served by sewer and water, bylaws must establish building and lot standards that allow five or more units per acre, and “affordable housing” developments (defined in the statute) may add additional units that increase density by 40% and may include an additional floor above height limitations in the bylaws as long as the structure complies with the fire and building safety codes.

Other provisions of S.100 include:

- An appeal may not include character of the area affected if the project has a residential component that includes affordable housing. Likewise, a municipal panel’s decision that a residential development project will not result in an adverse effect on the character of the area may not be appealed if the project is in a designated downtown development district, growth center, or neighborhood development area.
- A town may grant their zoning administrator authority to approve minor subdivisions and to decide if a hearing is required.
- The legislation deletes the authority of a rural town’s voters to decide to adopt or amend a bylaw or repeal one by Australian ballot. The selectboard will make those decisions. The voters may still petition to overturn the selectboard decision.

Adam suggested that the Planning Commission make any changes at the conclusion of their work on the By-Law Modernization grant to incorporate the municipal reforms that impact Bristol, noting that many of the provisions apply only to towns served by municipal sewer and water infrastructure. At the request of PC members, Kris will distribute a map of Bristol’s municipal septic system serving the downtown area.

Village Mixed (MIX) District:

John Moyers suggested reviewing a side-by-side comparison of the Village Mixed (VM) and High Density Residential (HDR) districts, and recommended changing VM dimensional standards to match those of HDR:

VILLAGE MIXED:

DIMENSIONAL STANDARDS	MINIMUM	MAXIMUM
Residential Density	n/a	2 units/acre
Commercial Density & Lot Size	n/a	1 unit/acre
Residential Lot Size	15,000 sq. ft.	n/a
Lot Frontage	75 ft.	n/a
Lot Depth	100 ft.	n/a
Lot Coverage	n/a	20% resid. 40% comm.
Front Yard Setback	40 ft.	n/a
Rear Yard Setback	25 ft.	n/a
Side Yard Setback	15 ft.	n/a
Building Height	n/a	35 ft.

HIGH DENSITY RESIDENTIAL:

DIMENSIONAL STANDARDS	MINIMUM	MAXIMUM
Residential Density	n/a	4 units/acre
Commercial Density & Lot Size	n/a	1 unit/acre
Residential Lot Size	10,000 sq. ft.	n/a
Lot Frontage	75 ft.	n/a
Lot Depth	75 ft.	n/a
Lot Coverage	n/a	50%
Front Yard Setback	40' principal 20' accessory	n/a
Side Yard/ Rear Yard Setback	15' principal 10' accessory	n/a
Building Height	n/a	35 ft.
Footprint/Structure	n/a	5,000 sf -prin. 1,000 sf – acc.

Following discussion, consensus of the PC members was to:

- increase Residential Density in Village Mixed District from 2 units to 4 units per acre
- decrease Residential Lot Size in Village Mixed District from 15,000 to 10,000
- increase Residential Lot Coverage in Village Mixed District from 20% to 50%
- decrease Rear Yard Setback to 15 ft. in Village Mixed District

Adam recommended that PC members also consider increasing Commercial Lot Coverage in the Village Mixed district from 40% to 50%, to match Lot Coverage in the High Density district.

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Village Residential (VR) District:

John Moyers suggested that the dimensional standards for the Village Residential District also reflect those in the High Density Residential District. He expressed his support to improve densities in all of Bristol’s zoning districts while at the same time improving municipal oversight to ensure protections against any adverse impact on the community created by increased density; specifically, mandated site plan review.

VILLAGE RESIDENTIAL:

DIMENSIONAL STANDARDS	MINIMUM	MAXIMUM
Residential Density		2 units/acre
Commercial Density & Lot Size	n/a	1 unit/acre
Residential Lot Size	10,000 sq. ft.	n/a
Lot Frontage	75 ft.	n/a
Lot Depth	75 ft.	n/a
Lot Coverage	n/a	30%
Front Yard Setback	45' principal 20' accessory	n/a
Side Yard/ Rear Yard Setback	20' principal 10' accessory	n/a
Building Height	n/a	35 ft.
Footprint/structure	n/a	5,000 sf-princ. 1,000 sf.-acc.

HIGH DENSITY RESIDENTIAL:

DIMENSIONAL STANDARDS	MINIMUM	MAXIMUM
Residential Density	n/a	4 units/acre
Commercial Density & Lot Size	n/a	1 unit/acre
Residential Lot Size	10,000 sq. ft.	n/a
Lot Frontage	75 ft.	n/a
Lot Depth	75 ft.	n/a
Lot Coverage	n/a	50%
Front Yard Setback	40' principal 20' accessory	n/a
Side Yard/ Rear Yard Setback	15' principal 10' accessory	n/a
Building Height	n/a	35 ft.
Footprint/Structure	n/a	5,000 sf -prin. 1,000 sf – acc.

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Following discussion and citing the purpose of the Village Residential district is to “create a transitional zone between the village core and the surrounding rural agricultural area,” Fred Baser noted that increasing density along a portion of Mountain Street was not practical. Robert Rooker agreed that the area should remain a “transitional zone.” Adam suggested the Planning Commission consider redistricting the area along Mountain Street for further discussion at their next meeting in July.

IV. Administrative Matters

a) Approval of Minutes: 5/16/2023

- Correction: Line 97: Change “Robb” to “Rob”

John Moyers moved to approve meeting minutes as amended; Fred Baser seconded. **All in favor 5-0** (C. Hill, S. Pickens, A. Daylor abstained). **MOTION PASSED.**

b) Zoning Report

None.

c) Discussion: volunteer to review video and generate minutes for the 4/19 meeting.

John Moyers volunteered to draft minutes from the video of the April 19, 2023 meeting.

V. Public Comment

None.

VI. Adjournment

John Moyer moved to adjourn; Chanin Hill seconded. **All in favor 8-0. MOTION PASSED.**

Meeting adjourned at 8:45 p.m.

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Respectfully submitted,
 Peggy Connor