

Town of Bristol
PLANNING COMMISSION SPECIAL MEETING
HYBRID Public Meeting
Tuesday, May 16, 2023
Meeting Minutes

Planning Commission Members Present [*in person and by remote*]: Kevin Hanson, Fred Baser, Robert Rooker, John Moyers, Melissa Hernandez, Bill Sayre [*joined meeting at 7:52 p.m.*]
Absent: Chanin Hill, Slim Pickens

Visitors: Addison County Regional Planning Commission (ACRPC) Executive Director Adam Lougee

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

Call to Order: Kevin Hanson called the meeting to order at 7:26 p.m. [delay due to technical difficulties]

I. Review agenda for additions, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A) and implicit approval

Chair Kevin Hanson advised that due to the late start to the meeting, PC members may decide to table some of the agenda items for a later date.

IV. Administrative Matters [*agenda items taken out of order*]

a) Approval of Minutes: none to approve

b) Discussion: Zoning Administrator report

ZA Kris Perlee reported that construction is rapidly picking up in Bristol, and the zoning office has been busy this spring. He will provide a detailed report at the Planning Commission's next meeting.

c) Discussion: misc. correspondence

Kevin Hansen shared the April 27th Bike and Pedestrian Advisory Committee (BPAC) meeting minutes for review. Kevin also noted that he had received a request from Marin Howell of *the Addison Independent* to share recent grant activity that may be included in this week's paper.

II. Continuing Business:

a) Discussion: revised Expectations of Board Members

b) Action: approve Expectations of Board Members doc

Melissa Hernandez updated the Expectations of Board Members document for review, noting that guidelines for participation are part of the policy rules drafted by the PC chair. Kevin Hanson added that recommendations on conduct are commonly expected of boards of many disciplines. Referring to the bullet point that reads: "To not be participating in a discussion is the same as being in agreement with the point of discussion," John Moyer pointed out that the language suggests silence as acquiescence. He also challenged the language in another bullet point that reads: "Members shall be positive representatives of the Planning Commission, even outside of Commission meetings," John wanted to know who makes the determination of whether or not a comment is positive. Given the time, (7:50 p.m.), further discussion was tabled for a later date.

III. Continuing Business:

c) Discussion: Continue By-Law Modernization Grant Work with ACRPC, with focus on Village Mixed (VM) and Village Residential (VR) Districts:

a. Residential density for two-family and multi-family dwellings

b. Review lot sizes, setbacks, and lot coverage

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ACRPC Executive Director Adam Lougee began by reviewing a summary of the current bylaw requirements for the following zoning districts:

Zoning District	Lot Size
High Density Residential (HDR)	10,000
Residential/Office-Commercial (ROC)	10,000
Village Mixed (VM)	15,000
Village Residential (VR)	10,000

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Keeping in mind the intent of the grant is to work with municipalities to prepare bylaw updates that expand housing opportunities, Adam suggested PC members focus on the current dimensional standards required for the Village Mixed (VM) zoning district; specifically:

- 1) Residential density maximum of 2 units/acre
- 2) Residential lot size minimum of **15,000** square feet
- 3) Lot coverage maximum of 20% for residential, and 40% for commercial

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Adam suggested that the dimensional standards for the VM and HDR districts be similar and by extension, match density capacity. He noted that PC members may want to also consider the appropriateness of requiring 20% lot coverage in the VM district, which would be impacted by other dimensional standard changes.

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Kris Perlee also suggested changing the current 25-foot rear yard setback in the VM district to 15 feet, to match the required side yard setback of 15 feet.

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[Melissa left meeting at 8:35 p.m.]

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Kevin recapped the discussion that followed: 1) Everyone is generally in favor of more dense development in the Village Mixed district, but with no more density than in the High Density Residential district; 2) All appear to be in support of multi-family housing to become a permitted use with site plan review approval.

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[Fred Baser left meeting at 8:54 p.m.]

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Next steps for June PC meeting:

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Adam will provide scenarios on dimensional standards for multi-family and duplex housing.

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John Moyers requested that the commission discuss at a future meeting the recent addition of “business yard” as a conditional use in the Village Mixed zoning district.

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III. Public Comment

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None

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IV. Adjournment

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Rob Rooker moved to adjourn; John Moyers seconded. **All in favor 4-0. MOTION PASSED.**

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Meeting adjourned at 9:00 p.m.

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Respectfully submitted,

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Peggy Connor