

Town of Bristol
DEVELOPMENT REVIEW BOARD MEETING
Public Meeting
Tuesday, October 8, 2024
Meeting Minutes

DRAFT

DRB Members Present: Kevin Brown (Chair), Rebecca Cole, Ted Desmond, Dale Dingler, John Moyers, Brenda Tillberg, Tom Wells

Staff Present: AZ Larsen, Zoning and Planning Administrator

Others Present: Jason Barnard, Joel Bouvier, Calihan Butler, Mark Deering, Theresa Gile, Peter Lossman

1. Call to Order: Kevin Brown called the meeting to order at 7:00 pm.

2. Review agenda for additions, removal, or adjustment of any items per 1 V.S.A. 18 §312(d)(3)(A).
No adjustments were made to the agenda.

3. New Business

Permit #24-038: Peter Lossmann of Carlstrom Road (Parcel #090108) is seeking a 20-foot waiver for the front-yard setback subject Bristol Unified Development Regulations to Article III, Section 381.

It was confirmed that all adjoining property owners had been notified; there were no neighbors present at the hearing, and Mr. Lossman indicated that nobody had expressed to him any concerns with the proposal.

Mr. Brown outlined the unique physical characteristics of the property, explaining how the parcel drops off into the floodway, with the flood zone currently reaching right to the back of the house. Looking at VCGI maps confirmed that the majority of the property is in the floodway, with no options available for placing structures on the western side of the parcel.

Mr. Moyers asked if the structure would create visual impacts from the roadway; Mr. Lossmann indicated that there would be none, that the driveway currently going to the house will not change, and there will be no driveway constructed to approach the new outbuilding.

Mr. Brown noted that an accessory structure is a permitted use in the RA5 District.

No further questions were posed by Board members.

MOTION: *Mr. Brown moved to approve Application #24-038 and allow for a setback waiver to install a 20 x 22 foot storage shed, with a front setback of 60 feet rather than the standard 80 feet, due to restrictions of the floodway to the west of the storage shed and existing house. The motion was seconded by Mr. Wells, and passed unanimously.*

Permit #24-401: Clark Investment Properties LLC (Parcel #060243) is requesting a sketch plan review for a 2-lot subdivision subject to Bristol Unified Development Regulations to Article IX, Section 920.

Mr. Barnard explained that the lot currently holds four multi-family and one single-family unit; after the proposed subdivision, that portion of the lot will be 9.43 acres, with the eastern section becoming a separate .76-acre site with the required amount of frontage located on Hewitt Road. He noted there had been a residential structure on the site previously, and the plan is to build a new SFR, using the existing drive from Hewitt Road for access, for which an easement will be put in place. Mr. Barnard pointed out that all setback standards will be met as indicated in the proposed plans.

He also noted that it is not intended to use the existing water/wastewater systems for the new structure, and that state permitting discussions are underway, working to ensure that there will be locations for replacement areas for all nearby properties. He explained that his preference is to complete the water/wastewater details once a final hearing has been held and the plat is finalized, noting that a late November or early December time frame would be suitable for scheduling a final hearing.

There were no other comments provided or questions posed by Board members.

Permit #24-402: Calihan Butler of South 116 RD (Parcel #110141-001) is requesting a sketch plan review for a 4-lot subdivision subject to Bristol Unified Development Regulations to Article IX, Section 920.

Mr. Butler explained that his property along the pertinent side of Route 116 is a total of 22 acres, from which he is proposing pulling out three one-acre lots; this is in the RA1 District.

He anticipates using the existing driveway access from Route 116; Board members advised that he speak with VTrans regarding the proposal to have additional housing along the drive and learn what may be required in terms of adjusting the size of that access. Mr. Butler was also advised to speak with the Fire Department regarding what is required for emergency vehicle access to each site; Board members noted that a hammerhead may be needed at each house site.

Mr. Brown explained that a plat/site plan will be needed for the preliminary hearing. Mr. Butler explained that he is holding off on final wastewater system design, but that test pits have been dug and he believes each lot will have a separate system installed. It was advised that Mr. Butler consult with an engineer regarding the plans.

Installation of power to the sites was looked at, and whether a right of way to continue use of the current line may be required.

Mr. Butler was advised that it would be best to obtain an updated access permit from VTrans before he subdivision hearings are scheduled so that any new driveway/fence line configuration can be determined, and to work with Mx. Larsen to arrange for setting those dates.

4. Old Business

Permit #24-400: T&M Bouvier LLC of 68 Pine Street (parcel #205118) is requesting a final plat review for a 5 lot subdivision subject to Bristol Unified Development Regulations to Article IX, Section 941.

Mr. Bouvier presented the current plans, noting that the locations of all proposed septic systems are now included; application materials for water supply and wastewater permitting have been submitted to the State and Mr. Bouvier is awaiting approval. He noted that a State Wastewater/Water Supply staff member had completed a site visit.

Other information presented by Mr. Bouvier included that

- There is a fifty-foot utility ROW, within which the farther driveways are also sited
- Lots 1 and 2 will have separate access to Pine Street
- The shared access point to Pine Street will be 25' in width so that two-way traffic may be accommodated
- There will be a 2" water line coming in from Pine Street, reducing to ¾" at one of the farther curb stops
- An easement will be established to provide for Town ownership of the water line up to the first curb stop
- There is an area for both a primary and replacement septic system on each lot, all conventional systems
- The State Fire Safety recommendation is for hammerheads rather than cul-de-sacs
- Building envelopes are all inside the required setback area
- The existing house may be sold as is, or may be refurbished/reconstructed before selling or renting

No further questions were posed by Board members.

MOTION: *Mr. Wells made a motion to approve the five-lot subdivision as proposed in Application 24-400. The motion was seconded by Mr. Desmond, and passed unanimously.*

5. Approval of Minutes

The minutes of August 27, 2024 were approved.

6. Adjournment

The meeting was adjourned at 7:57 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary