

Town of Bristol

Work in Right-of-Way and Access Permits

Proposal for Access and ROW Permits to be administered by the PZA

January 9, 2025

Submitted by AZ Larsen, PZA Administrator

The role of the PZA is to receive and administer permits for proposed development within the town of Bristol. Historically the administration of Access and ROW permits has been done by the town administrator, with the town clerk handling some administrative matters. Access and ROW permits are sent either to the Selectboard and/or Public Works Department. Having the proper access permits is necessary for some permit applications and must be accessed by the PZA.

In order to streamline the permitting process for both applicant and staff I am proposing that Access and ROW permits be handled by the zoning office. Applications will be submitted to the PZA, who begins the permit process through review. From there the PZA will forward the application to the appropriate office, either to the Town Administrator for Selectboard access approval or to Public Works foreman for Right-of-Way approval. Once approved, applications will be sent back to the PZA office who will issue decision letters and the conditions attached if necessary.

This proposal has support from the regulations themselves, as SECTION 720 requires zoning permits that involve driveways

SECTION 720: ACCESS APPROVAL states that activity for which a zoning permit is required, and which involves the construction or modification of a driveway intersection with a public right of way shall require as part of the zoning permit, approval of such construction or modification from the Selectboard.

I am open to the Selectboards perspective and suggestions. Thank you.

Respectfully Submitted,

AZ Larsen