

Town of Bristol
DEVELOPMENT REVIEW BOARD MEETING
Public Meeting
Tuesday, January 28, 2025
Meeting Minutes

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

Staff Present: AZ Larsen, Zoning and Planning Administrator

Others Present: Jason Barnard (Barnard & Gervais), Adam Thomas (Thomas LLC), Amber Thomas (Thomas LLC), Fred and Jody Schroeder, David Lathrop

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. Old Business

Permit #24-401: Clark Investment Properties LLC (Parcel #060243) is requesting final plat review for a 2-lot subdivision subject to Bristol Unified Development Regulations Article IX, Section 941.

Mr. Barnard outlined the proposed plans for creating a new .83 acre parcel on the eastern portion of the property. A mobile home which was formerly on this portion of the property was connected to the existing water and wastewater systems; a new septic system and water supply will be established on the new lot for use by the house to be constructed there. The state permit for this has been issued. The dimensional standards and setbacks for the Village Mixed District are all met as depicted in the site plan; the parcel will be accessed from the existing gravel drive, and the address will likely be on Hewitt Road, to be determined when a building permit and E-911 address are issued. The shared access is a short driveway, with minimal increase to impervious surface needed, a sufficient turn around for emergency vehicles has been planned for.

Mr. Barnard confirmed that no substantial changes have been made to the plans since they were previously presented to the Board.

There were no further questions from Board members.

Fred and Jody Schroeder asked about lot size minimums and the potential for further development at this site. Mr. Barnard explained that the creation of individual parcels for each of the existing buildings is being considered. Mr. and Ms. Schroeder also asked about any potential for stormwater runoff from these lots affecting their property; Mr. Barnard explained that the flow from this property does not run towards their house.

MOTION: *Mr. Moyers made a motion to approve Application #24-401. The motion was seconded by Mr. Desmond. Mr. Brown noted that the plan being approved is depicted on Sheet S1, dated 11/25/2024. The motion passed unanimously.*

Permit #22-403: Thomas North Street LLC is requesting final plat review of a 6-unit PUD application subject to Bristol Unified Development Regulations Article IX, Section 941.

The Thomases and Mr. Barnard had provided a letter of support from Fire Chief Brett LaRose; Chief LaRose had provided an outline of design standards, which have been met by the plan submitted by the applicants. Mr. Brown expressed his appreciation for the specificity of the plan.

Mr. Barnard then provided a recap of the PUD plans for the site, which were included on Plan S1 of the application materials. He explained that the western side of the development is to be accessed from Pine Street, using an existing gravel road. Two single-family homes are planned for that section, the wastewater permit for those is in place. On the eastern side, it is proposed that two duplexes be constructed; the access for these will be from North Street.

Mr. Barnard pointed out that, following input received during the previous hearing, the applicants have opted for exterior lighting fixtures that incorporate recessed bulbs. A depiction of such fixtures was included in the application materials submitted, along with a revision of the site plan dated 12/17/24, which had been sent to Fire Chief LaRose for feedback. Input provided by the Chief was reviewed.

Mr. Brown asked about plans for retention of open space; Mr. Barnard indicated that this was discussed previously, and that the applicants are aware of steps that would need to be taken if a different ownership structure was contemplated in the future. Currently the applicants intend to retain full ownership of the parcel.

Mr. Barnard confirmed that water line configurations have been approved by the Selectboard/Water Commission; a connection line will be installed for each side of the development and will be connected to a meter pit before branching off to the individual structures.

Mr. Moyers expressed that this development is bordering an area of greater density, and that he hoped that further development at this property is not precluded by these plans. Mr. Barnard indicated that, while there is some potential for further development on the western side of the parcel, there are natural restrictions to any increase in density on the eastern portion.

MOTION: *Mr. Brown made a motion to approve the application as submitted, with the conditions that all outdoor light fixtures have recessed bulbs and that all final plans shall show a revision date of 12/17/2024. The motion was seconded by Mr. Moyers, and passed unanimously.*

4. New Business

There was no new business for the Board to address.

5. Administrative Matters

Approval of Minutes

The minutes of October 8, 2024 were approved.

The minutes of December 10, 2024 were amended and approved.

Mr. Moyers expressed his appreciation for the Board's willingness to hear Ash and Patti Smith's concerns at the December meeting.

6. Adjournment

The meeting was adjourned at 7:51 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary

DRAFT