

**Town of Bristol**  
**DEVELOPMENT REVIEW BOARD MEETING**  
**Public Meeting**  
**Tuesday, March 25, 2025**  
**Meeting Minutes**

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

**Staff Present:** AZ Larsen, Zoning and Planning Administrator

**Others Present:** Jason Barnard, Jeff Carter, Pamela Carter

**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).**  
none

**3. New Business**

**Permit #25-400:** Carter Family Trust of South 116 Road (Parcel #110105-1) is requesting sketch plan review for a 2-lot subdivision subject to Bristol Unified Development Regulations Article IX, Section 920.

Mr. Barnard provided an overview of the subdivision plans for the approximately 4-acre parcel, to be divided into two parcels. He noted that a survey will be completed, septic system soil testing is scheduled, and that an access permit is in place for the new home site to be created. He also indicated that power will be installed underground to the new house site, emergency access will be in place according to the Fire Chief's standards, and that all relevant information will be included on the site plan.

Mr. Brown requested that an appropriate legend be included on the site plan to clarify the information provided.

**4. Administrative Matters**

**Approval of Minutes**

The minutes of February 25, 2025 were approved.

The upcoming schedule was reviewed.

**5. Adjournment**

The meeting was adjourned at 7:26 pm.

Respectfully submitted,  
Carol Chamberlin, Recording Secretary