

Town of Bristol
DEVELOPMENT REVIEW BOARD MEETING
Public Meeting
Tuesday, May 27, 2025
Meeting Minutes

DRAFT

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

Staff Present: AZ Larsen, Zoning and Planning Administrator

Others Present: Calihan Butler, Jan Carter, Jeff Carter

1. Call to Order: Kevin Brown called the meeting to order at 7:01 pm.

2. Review agenda for additions, removal, or adjustment of any items per 1 V.S.A. 18 §312(d)(3)(A).

The order of items to be addressed was adjusted.

3. Old Business

Permit #24-402: Calihan Butler of South 116 RD (Parcel #110141-001) is requesting preliminary plat review for a 3-lot subdivision subject to Bristol Unified Development Regulations to Article IX, Section 932.

Mr. Calihan outlined his revised plans, which are now for a total of 3 lots rather than the originally proposed 4-lot subdivision. The existing 22-acre lot is planned to become one 19-acre lot and two lots of approximately 1.5 acres each. He confirmed that the structures which currently exist in the proposed access right of way will be removed when the lots are developed. Both new lots are intended to be residential, but no wastewater system plans have been developed for either site. Mr. Calihan explained that his designer had spoken with Chief LaRose regarding emergency access, and that the Chief had no concerns, but that no letter was currently available for submission as part of the application.

Regarding access to the new sites, Mr. Calihan explained that his decision to reduce the number of lots was due to VTrans' requiring that the access road be located at a different point than planned if the road would serve more than two properties. He indicated that VTrans will allow access as depicted on the plans with only two lots to be served.

Mr. Brown advised that a stormwater permit may be needed for construction if the driveway length and other impervious surface created by development reach a certain threshold.

Mr. and Ms. Carter spoke on behalf of a neighboring property owner, Ms. Henley, who had concerns regarding any impact on her well due to future development on the new parcels. Mr. Carter indicated that he too is concerned about the impact of well shields, as he and Ms. Carter are also in the process of planning a subdivision at their neighboring property. It was explained that water supply and wastewater permitting is all under State purview, and that what is in place will impact future planning; the Carters were advised to move forward with their subdivision plans, although it was indicated that a conversation between the two designer/engineers is useful. The Carters and Mr. Calihan noted that this conversation had already begun.

As this was warned as a preliminary hearing, it was agreed to schedule a final hearing even though the reduction in the number of proposed lots has been reduced and the subdivision is now considered to be a minor subdivision.

It was noted that a letter from the Fire Chief, indicating satisfaction with emergency vehicle access, should be submitted.

Scheduling was discussed, and it was agreed that AZ will warn for a June 24 final hearing unless they hear by the end of the week that one of the parties needs more time to prepare materials.

4. Administrative Matters

Approval of Minutes

The Minutes of April 8, 2025 were approved, and the Minutes of April 22, 2025 were amended and then approved.

Mr. Moyers asked about the status of a previously issued permit; Mr. Brown indicated that this matter cannot be discussed by the Board.

5. Adjournment

The meeting was adjourned at 7:45 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary