

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

DRB Members Present: Allen Bilson, Kevin Brown, Rebecca Cole, Dale Dingler, Ron Tatro, Brenda Tillberg

Staff Present: AZ Larsen, Zoning and Planning Administrator

Others Present: Michael Lyons, Randy Russell, Jason Spiegel

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).

No changes were made to the agenda.

3. New Business

Presentation of Plat Plan: Simple Boundary Line Adjustment Permit #25-253 subject to Article IX, Section 913.

Mx. Larsen outlined the information included in the memo that was provided in the meeting materials, noting that this is a permit renewal needing to be issued due to a late filing of the plat for recording. Some clarifying questions were answered.

MOTION: *A motion to approve the renewal of the boundary line adjustment and authorize the Chair to sign the mylar when it is received passed unanimously.*

Permit #25-406: Michael Lyons of Town Highway #28 (Parcel #120104) is requesting Sketch Plan Review for a 2-lot subdivision subject to Bristol Unified Development Regulations Article IX, Section 920.

Michael Lyons summarized his plans for dividing a 60-acre lot in the Conservation District into two 30-acre lots, explaining that he intends to keep them both as open land at this point. The access to each lot was discussed: the western lot will be accessed via Town Highway 28 and the eastern half via Town Highway 29, both of which are Class 4 roads.

Mr. Brown outlined the process for a hearing and approval of the subdivision, and suggested that a note be included on the final mylar indicating that Class 4 roads are not maintained by the Town, with it shown where the access will be from Town Highway 28 and 29.

Permit #25-404: Randy Russell of North 116 Road (Parcel #070101) is requesting Sketch Plan Review for a 6-lot subdivision subject to Bristol Unified Development Regulations Article IX, Section 920.

Randy Russell outlined his subdivision plans, pointing out the 'panhandle' section at the southeastern corner of the property where three new lots for residential development are proposed. He explained that most of the 300-acre parcel is conserved land. There was some discussion regarding the number of lots being created, due to the roadway running through the property.

The proposed access to the three new residential lots was discussed, and it was explained to Mr. Russell that, even though not planned to be constructed immediately, an access drive to the easternmost lot should be depicted on the plans. In addition, Mr. Brown explained that the access roads need to be reviewed by the Fire Chief in order to ensure proper width and inclusion of any necessary pull offs or turnarounds for emergency vehicle access. Mx. Larsen also note that approval from VTrans for the access from the State Highway should be provided at the hearing.

Permit #25-302: Jason Spiegel of Lower Notch Road (Parcel #060239) is requesting Conditional Use Review for the development of an accessory structure within the Flood Hazard Area subject to Bristol Unified Development Regulations Article VIII, Section 808.

Mx. Larsen explained that there is an unpermitted structure on the lot, built by the previous owner, for which Mr. Speigel has applied for an after-the-fact permit. Mr. Spiegel described the construction of the building, which allows for water to flow through if necessary. He indicated that it is anchored to the ground by four embedded posts. Mx. Larsen noted that they had reached out to Kyle Medash, DEC Floodplain Manager, when the need for this permit was first discovered, and that Mr. Medash had reviewed the design of the structure and found it suitable for its location. The formal application was forwarded to Mr. Medash more recently, but no response had yet been received. Mr. Brown explained that DEC has thirty days from the date of approval by the DRB to respond, after which their approval is assumed if no concerns have been raised.

MOTION: *Mr. Brown moved to approve the after-the-fact permit for the Spiegel outdoor shower, subject to the 30-day review period for the Department of Environmental Conservation (DEC) to provide comments; the permit will take effect if no changes are proposed by DEC within 30 days. The motion was seconded by Mr. Dingler, and passed unanimously.*

4. Administrative Matters

Approval of Minutes: The Minutes of July 22, August 26, September 9, September 18, and September 23, 2025 were reviewed and approved.

5. Adjournment

The meeting was adjourned at 8:38 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary