

Town of Bristol
DEVELOPMENT REVIEW BOARD MEETING
Public Meeting
Tuesday, September 23, 2025
Meeting Minutes
APPROVED

DRB Members Present: Kevin Brown, Rebecca Cole, Ron Tatro, Brenda Tillberg

Staff Present: AZ Larsen, Zoning and Planning Administrator

Others Present: Shari Baker

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 changes were made to the agenda.

3. New Business

Permit #25-403: Jody and Kelly Bartlett of South 116 Road (Parcel #090266-001) are requesting Final Plat Review for a 2-lot subdivision subject to Bristol Unified Development Regulations Article IX, Section 931.

Mr. Bartlett provided an overview of the subdivision plans, which are to create a lot of 1.25 acres and another of 1.75 acres. The property is located in District RA1. The plans presented were depicted on the revision by Ron LaRose dated August 26, 2025. Mr. Bartlett confirmed that the existing access to Lot 2 will also serve as the access to Lot 1, and a memo dated September 7, 2025 had been submitted from Fire Chief Brett LaRose, approving the driveway and hammerhead plan. He indicated his understanding that a 35' wide easement will need to be granted to Lot 1 in order to preserve this access.

Mr. Barlett explained that the currently unused residence on Lot 2 will be converted to storage, and the SFR and ADU on that lot will remain. There is a SFR planned to be developed on Lot 1, which will have a new septic system put in place. The existing well will serve all three residences, and an easement will be in place to confirm this. It was noted that the existing septic field for Lot 2 may be partially located on Lot 1; if this is so, an easement will also be required for continuation of that use.

Mr. Brown noted that the proposal meets all dimensional standards for the District. Mr. Bartlett confirmed that the application for a Wastewater and Potable Water Supply Permit has been submitted.

MOTION: *A motion to approve the two-lot subdivision as depicted on the revised Site Plan from Ron LaRose dated August 26, 2025, subject to the conditions that a deeded right-of-way be established to provide access to Lot 1 over the common driveway that currently exists on Lot 2, that the deed to Lot 2 have an easement onto Lot 1 for any portion of the septic system that crosses the boundary line, subject to all conditions for highway access and construction that are set forth in Fire Chief LaRose's memorandum dated September 7, 2025, that the existing three-bedroom SFR that is currently unoccupied remains unoccupied and is not used as a residence, and that a Wastewater and Potable Water Supply Permit be obtained passed unanimously.*

4. Administrative Matters

Approval of Minutes: Approval of minutes were postponed.

5. Adjournment

The meeting was adjourned at 7:20 pm.

Respectfully submitted,

Carol Chamberlin, Recording Secretary