Town of Bristol
PLANNING COMMISSION MEETING
REMOTE Public Meeting
Tuesday, November 2, 2021
Meeting Minutes

D R A F T

Planning Commission Members Present in Person and by Remote: Chair Kevin Hanson, Jeff Lunstead, Melissa Hernandez, Robert Rooker, John Kromer, Chanin Hill, Lloyd Dike

Absent: Bill Sayre. Tom Wallace

Others Present: Zoning Administrator Kris Perlee, Peggy Connor (Recording Secretary)

Call to Order: PC Chair Kevin Hanson called the meeting to order at 7:03 p.m.

Review Agenda for Additions, Removal, or Adjustment of any Items per 1 V.S.A. §312(d)(3)(A) and implicit approval
Delete:
II. c) Discussion: Zoning Administrator report

II. Administrative Matters
Approval of Minutes: 10/5/2021
Rob Rooker moved to approve Planning Commission meeting minutes for October 5, 2021; Melissa Hernandez seconded. **SO VOTED. (7-0) MOTION PASSED UNANIMOUSLY**. **Minutes Approved as presented.**

Welcome new member, Chanin Hill
On behalf of the Planning Commission, Kevin Hanson welcomed new member Chanin Hill, noting that the addition of Chanin completes the 9-member board.

d) Discussion: misc. correspondence
Kevin noted having received the 2007 Bristol Density Study from Addison County Regional Planning Commission (ACRPC) and encouraged fellow PC members to review the document as it relates to the housing grant. HYPERLINK "https://bristol.syncedtool.com/shares/folder/B0Pejet82JE/?folder_id=68777953" Meeting Documents - Shared Folder (syncedtool.com)

Kevin advised that he has completed and submitted the survey from the Vermont Department of Health on Local Perspectives on Substance Abuse (i.e., tobacco and cannabis). Kris added that he will seek guidance from the Vermont League of Cities and Towns (VLCT) on how communities should address the passage of Act 86 last January, which paves the way for a legalized marijuana marketplace, and provide a report to the Planning Commission at its next meeting.

Continuing Business
Discussion: Planning Grant Opportunity/Draft Verbiage
Jeff Lunstead reviewed the most recent draft verbiage in the Bylaw Modernization Grant Application to Vermont Department of Housing & Community Development for a total of $8,200, consisting of a $7,455 grant request and 10% match ($745) from the Town:
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Kevin noted that it was suggested by ACRPC to consider submitting a multi-town application; however, Lincoln and Monkton are only in the preliminary stages in preparing their applications. Also, an internal estimate of costs and scope has been developed to discuss with firms in seeking proposals.

Following discussion, PC members agreed to the following:

Itemized Work Plan & Budget: 2. Live Work Housing should read: “Live/Work”
Funding Sources: Increase town match from 10% to 20% ($1491)
Public Outreach: Include “Harvest Festival and Pocock Rocks Music Festival, which attract 1,000+ residents”
Include visuals with grant application (i.e., maps from Town Plan)

Discussion: Training – topics and structure

PC members expressed interest in the following training/workshops:

Vermont Land Use Education & Training re: definitive writing in terms of the Town Plan and Zoning Regulations, noting that ambiguous language is difficult to enforce.
Engage a consultant to better define the roles and responsibilities of each board (i.e., DRB and PC)
Training re: subdivision regulations

Kevin will develop a training schedule, and John Kromer agreed to create a summary of the knowledge gained from the training/workshops for future PC members.

New Business:
Action: Formally adopt Resolution of Zoning Modernization Grant application

Kevin Hanson proposed the following language: “We, the Bristol Planning Commission, recommend applying for the grant as described in the FY22 Municipal Resolution for By-Law Modernization and authorize the Chair to sign the resolution.” Rob Rooker so moved; John Kromer seconded. **SO VOTED. (7-0) MOTION PASSED UNANIMOUSLY**.

Public Comment:
None.

Adjournment
Rob Rooker moved to adjourn; Chain Hill seconded. **SO VOTED. (7-0) MOTION PASSED UNANIMOUSLY.** Meeting adjourned at 7:47 p.m.

Respectfully submitted,
Peggy Connor, Recording Secretary