Town of Bristol
DEVELOPMENT REVIEW BOARD MEETING
Public Meeting
Tuesday, October 13, 2026
Meeting Minutes
Approved 10/27/2026

DRB Members Present: Kevin Brown, Rebecca Cole, Ted Desmond, Ron Tatro, Brenda Tillberg
Staff Present: AZ Larsen, Planning and Zoning Administrator
Others Present: Midori Betton, Josh Crandall, Christopher Hudson, Amber Jimerson, David Livingston, Greg McKenney, Adam Miller, Miko Pruesse, Christina Reiter, Justin Sandherr, Dave Sharpe, Amy Strachan

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).
A correction was made to the Boyd Final Plat Review Permit number.

3. Old Business

Permit #26-401: David Livingston of Upper Meehan Road (Parcel #040151.111) is requesting Preliminary Plat Review for a 7-lot subdivision subject to Bristol Unified Development Regulations Article IX, SECTIONs 930-939.

Greg McKenney outlined that plans are to subdivide this 36.7-acre parcel in the RA5 District into seven lots, all to be a little over five acres in size. The plans include a two-lane private road to be shared by all the parcels, and two gravel wetlands for stormwater treatment, one on Lot 1 and one on Lot 4. Each lot will have an individual water supply and wastewater system installed. The permit application for the stormwater infrastructure has been submitted; previous testing indicates the soils are suitable for mound systems, and a Wastewater and Potable Water Supply application will be submitted for the seven lots once the stormwater plans are approved and finalized. Easements will be established if necessary for the siting of any system on a neighboring lot, and there will be an HOA established which will cover road and stormwater infrastructure maintenance and repairs. The roadway is planned to be twenty feet wide, and there will be a turn around at the end. The plans have been sent to Chief Brett LaRose, who has not yet provided a response. Mr. Brown explained that a letter of approval for emergency vehicle access will be required.

Mr. Brown noted that this is a major subdivision, and so will require a second hearing.

The following residents provided comment:

- Dave Sharpe, 1290 Meehan Road
- Chris Hudson, 55 Upper Meehan Road
- Amber Jimerson, 65 Upper Meehan Road
- Josh Crandall, 622 Meehan Road
- Amy Strachan, 945 Upper Meehan Road
- Robert Flanagan, 915 Upper Meehan Road (via letter submitted to Mx. Larsen)

Comments were provided related to the following:

- The importance of establishing an HOA to allow for addressing road runoff and stormwater impacts
- Seven new wells potentially impacting the available water supply in the area
- The impacts of development on the wildlife corridor identified in the Town Plan
- The additional traffic this development would create
- Fewer lots being preferred/more suitable
- Increased use of Upper Meehan Road creating further runoff/erosion issues
- Seven new units not in alignment with the purpose of the District outlined in the UDRs, which indicates a preference for low density residential use compatible with agriculture and forestry
- Considerations for the school bus stop
- Questions regarding the potential need for blasting ledge
- Suggestions for a formal traffic study and aquifer study

Mr. Brown closed the hearing and explained that the Board would discuss the application in Deliberative Session and provide an outline of any further information the Board requests to be submitted.

4. New Business

Permit #26-407: Smith & McClain, Inc. of Hewitt Road (Parcel #060276.01) is requesting Sketch Plan Review for a 2-lot subdivision subject to Bristol Unified Development Regulations Article IX, SECTIONS 920-923.

Adam Miller and Christina Reiter explained that they were seeking an after-the-fact permit for a subdivision for a parcel that was purchased in 2018, when there were minimal subdivision regulations. They indicated that the commercial project previously planned for the parcel had been abandoned, and therefore it was no longer subject to Act 250 jurisdiction, but that no subdivision permit had ever been issued, and they would like to obtain one at this point. They requested that a waiver be provided for the development-related requirements for a minor subdivision, as no development is proposed at this time. Mr. Brown indicated that many of those requirements were not applicable to this application.

The location of the property and the remaining Lathrop parcel of 38.4+/- acres was noted; the parcel is in the C1 District. There is frontage on Hewitt Road; Mr. Brown pointed out that an access permit will be required. A Wastewater Permit has been issued for the site. There is a final plat provided by Ron LaRose, dated 2018. Mr. Brown confirmed that this should be updated to reflect the current owner of the lot before the plat is filed.

Permit #26-803: City o City Real Estate LLC (235073) is requesting conditional use approval for the alteration of non-conforming sign subject to Bristol Unified Development Regulations SECTIONs 350-358, 740-748.

Justin Sandherr, Miko Pruesse, and Midori Betton presented information about the sign they would like to install with the bottom of the sign being only 8’2.5” from the sidewalk, which is less than the 10’ included in the UDR standards. They noted that they are seeking to make the sign more visible, as the current sign blends in with the surroundings and is not very noticeable. The current sign is installed at a height of 9’2” from the sidewalk. The applicants outlined that they had consulted with Chief LaRose to discuss lighting; he indicated that a gooseneck style would be appropriate, and would increase visibility but minimize glare and have a minimal impact on the surrounding area. He also commented on the clearance proposed,

noting that the sign should be installed in a manner that does not impact emergency egress; the Chief indicated that the planned siting was suitable.

Mr. Brown explained that it would need to be determined if the Board has waiver authority for this request; it was confirmed that the plans do not need to be reviewed by the Design Review Committee.

5. Deliberative Session
The meeting was in Deliberative Session from 8:21 pm to 9:31 pm.
Brenda Tillberg was not able to return to the open session segment beginning at 9:31 pm.

MOTION: *A motion to require the applicant for Subdivision Application #26-401 to submit a letter from the Town regarding whether the proposed seven-lot development will exceed the existing capacity of Upper Meehan Road, pursuant to Section 936.7 F of the UDRs, to be provided in advance of the final hearing, passed unanimously.*

Mr. Brown noted that the sign application by City o City is for a proposed installation at 8'2.5" above the sidewalk, the existing sign is 9'2" above the sidewalk, and the regulatory standard is for 10" above the sidewalk. He indicated that the Board has waiver authority under Section 380 to waive the dimensional requirements.

MOTION: *A motion to waive the sign height dimensional requirement to allow the bottom of the proposed sign to be 8'2.5" from the sidewalk, with the condition that the applicants submit in advance a lighting plan for approval by the Zoning Administrator, passed unanimously.*

6. Administrative Matters
Approval of Minutes: The Minutes of September 8, 2026 were approved.
Execution of Approved Plats:

- Permit #26-403: 2-lot subdivision (Parcel #060280.21)
- Permit #26-404: Amendment to PRD, adding 6th lot (Parcel #090137)

7. Adjournment
The meeting was adjourned at 9:37 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary