Town of Bristol
DEVELOPMENT REVIEW BOARD MEETING
Public Meeting
Tuesday, September 8, 2026
Meeting Minutes
Approved 10/13/2026

DRB Members Present: Kevin Brown, Rebecca Cole, Ted Desmond, Dale Dingler, Ron Tatro, Brenda Tillberg, Allen Bilson
Staff Present: AZ Larsen, Planning and Zoning Administrator
Others Present: Daniel Boyd, Mary Ann Boyd, Chanin Hill, Stephen Park, Jeffrey Stetson, Mary Stetson

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 #26-402: Daniel and Mary Ann Boyd of Lower Notch Road (Parcel #060280.21) are requesting Final Plat Review for 2-lot subdivision subject to the Bristol Unified Development Regulations Article IX, SECTION 930-939.

Mx. Larsen confirmed that the majority of the parcel is in the RA2 District, and the proposed parcel sizes fit within the 2-acre minimum for that District. Mr. Brown reviewed the well and wastewater information, and noted that there is frontage on Carlstrom Road for Lot 2. A curb cut was approved on July 15, 2026 by the Selectboard. No questions were raised by Board members.

MOTION: *A motion to approve the subdivision as depicted on the site plan provided by Ron LaRose, dated August 10, 2026, passed unanimously.*

Continuation of Permit #26-302: Ronald, Joanne, Brian, and Kevin Hill of Monkton Road (Parcel #030163.12) are requesting Conditional Use Review for the construction of farmworker housing subject to Bristol Unified Development Regulations Article III, SECTIONs 350-358.

This hearing was continued from August 11, 2026.

Chanin Hill reviewed the site plan indicating the location of a three-bedroom double wide trailer to be put in place for farmworker housing for one family. The parcel is in the RA5 District. A Wastewater and Potable Water Supply permit has been issued. Board members reviewed the definition of Farmworker Housing, and determined that this proposal is in alignment with that definition.

MOTION: *A motion to approve the application for construction of farmworker housing passed unanimously.*

4. New Business

Permit #26-054: Jeffrey and Mary Stetson of Pine Street (Parcel #205129) are requesting Conditional Use Review for the alteration of a nonconforming porch subject to Bristol Unified Development Regulations SECTIONs 350-358, 411.

Mr. Stetson outlined the proposed plan to replace an existing 8' by 8' stoop with a 40' by 8' covered porch; it is not planned to enclose the porch area. Mx. Larsen explained that the porch does not meet the current setback from the front property line, and there the porch length being the full width of the house would not increase the degree of non-conformity.

The Board determined that sections 2, 3, 4, and 5 of the Conditional Use standards do not apply to this situation; confirming that the approval of this alteration requires Conditional Use approval.

MOTION: *A motion to approve under the Conditional Use standards the construction of a 40' by 8' porch along the front of the existing house passed unanimously.*

Permit #26-503: Stephen Park of North 116 Road (Parcel #070101) is requesting Site Plan Review for the development of an accessory on farm business subject to the Bristol Unified Development Regulations SECTIONs 390-396, 610.

Mx. Larsen noted that a letter indicating approval of the planned access had been provided by Fire Chief Brett LaRose; the approval is dated September 5, 2026.

Mr. Park then outlined the plans for this site, explaining that it is proposed to use one end of the existing barn as a farmstand, where produce grown on site will be sold. There will also be a pick-our-own strawberries operation established at the farm. Parking is planned to be located on the grassed area to the north of the barn, where the soil drains well. Some ADA accessible spaces will be located close to the barn/farmstand, along the access drive. There will be a total of more than 75 parking spaces available, which is greater than the number required in the UDRs for agricultural operations. Mr. Park noted that there is a farm access road to the south of the barn, which will solely be used for farm equipment.

Mr. Park then explained that he is working with VTrans to obtain a permit for public access to the property, noting that two barns will be removed, as well as some asphalt, in order to provide a wider access roadway, for two-way traffic. Some pedestrian signage has been planned for, in consultation with VTrans, and staff will be assisting with crossings when necessary. There are two pedestrian crossing locations planned for, with the intent to only have one in use each year, as the strawberry fields will be rotated. A turn around location is planned for the south side of the access drive, which was not depicted on the current site plan but was pointed out during the hearing.

It was discussed that a stop sign would be beneficial for traffic leaving the farmstand parking area.

Other information provided by Mr. Park included that the farm will follow RAPs for small farms, that the farm house will be renovated to provide farmworker housing, and that there are no plans for educational or social events to be held at the site.

MOTION: *A motion to approve the application for the development of an accessory on farm business subject to the following conditions passed unanimously:*

- *Labelling of the asphalt removal area outlined on the site plan*

- *Adding to the site plan a depiction of the turn-around area along the access drive*
- *Installation of a standard stop sign at the access drive exit*
- *Receipt of VTrans approval for access from Route 116*
- *ADA accessible parking to be established where indicated on the site plan*

5. Administrative Matters

Approval of Minutes: The Minutes of August 11, 2026 were approved.

5. Adjournment

The meeting was adjourned at 8:11 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary