

Planning Commission  
Meeting Minutes  
November 18, 2014

Board Members Present: Sue Kavanagh, Kris Perlee, Chico Martin, John Elder, Skimmer Hellier, Katie Raycroft-Meyer

Other Present: Eric Forand (Zoning Administrator), Adam Lougee (ACRPC)

Public: none (including no NEATV video because of unforeseen circumstances)

The Planning Commission meeting opened at 7:05pm

1) Approval of Minutes

Kris made a motion to accept the meeting minutes from the October 21, 2014 meeting as presented, seconded by John. All were in favor (6-0)

2) Administrative Matters

John, Kris and Sue attended a meeting of the Conservation Commission on 11/13/14. The Commission discussed the Vermont Geological Survey mapping project nearing completion and agreed on what maps and information Bristol can expect as a result of the project. The three primary maps will include bedrock, surficial, and accurately-located water wells. There will be many derivative maps available as well and the town will both get paper copies of several maps and access to all of the mapping information online (and available to the public and to the Addison County Regional Planning Commission for planning use in the future.)

Katie reported on a presentation on the recent tree inventory project conducted by UVM students (under the auspices of the UVM Extension offices). All trees in the town right of ways in Bristol were included. The information is available online on the Agency of Natural Resources website (including locations, species, condition, and 'value' to Bristol).

Sue reviewed the work to date by the ad hoc committee on recreation definitions, including their recommendation to remove the definition of recreational facility and only have definitions for indoor and outdoor recreation. The Commission then discussed the town green, explored possible zoning changes or town ordinance possibilities to guide any further development on the town green. Sue said she would contact the town administrator to express the PC's concern about the town green and discuss the possibility of an ordinance, offering the PC's help.

Chico shared concern about enforcement of current zoning regulations in Bristol and cited a specific example on Mountain Street where work on a property may be happening without a permit. He questioned whether the zoning administrator position is able to adequately enforce the town's zoning regulations and bylaws. ZA Eric Forand, present at the meeting, offered some clarification. Sue offered to express this concern on behalf of the PC to the town administrator.

3) Sue turned the table over to Adam to continue discussion of the Village Planning Area with focus on a few remaining details of the ROC and a shift to focus on REC, RC-1, and MIX.

Finishing up review of the ROC zone: Adam handed out a revised definition of Front Yard Setback, a topic initiated at the October 21 meeting re this standard within ROC. The revised definition clarifies that front yard setbacks will be consistently measured from the middle of the road. It also states the need to adjust proportionally for narrower roads. Adam will further refine the definition and also review all the districts that have been discussed so far to verify all comply with this agreed upon standard.

Kris asked to verify that a maximum road/front setback would not be included in ROC and the PC agreed. The Commission also discussed distinguishing principal and accessory setbacks and agreed to recommending 35 foot setback minimum for principal and 45 foot setback for accessory.

Adam handed out a revised Objectives & Guidelines for the ROC zone including language about historic homes. The Commission liked the revisions. Review of ROC is now complete.

Adam distributed an updated schedule of uses (draft dated 11/18/14). Kris pointed out one change from the Oct 21<sup>st</sup> meeting that needs to be corrected on the schedule and Adam agreed to do so for the next meeting.

Adam then led a discussion and recommendation for the REC zone. He suggested potentially combining the REC and municipal (MUN) zones, creating a single municipal-focused zone. Kris was opposed to this idea citing concern for the town owned lots (skating rink and horse riding ring) currently within the REC zone which are now covered by REC standards. Other members agreed and discussion of Adam's proposal did not proceed.

Conversation shifted to the proposed expanded Residential Commercial 1 (RC1) zone (encompassing what is currently the MUN zone) and MIX zones. (See ACRPC draft map dated 8/12/14 for a visual representation.)

There was lengthy discussion and review of the similarities and differences of the RC1 and MIX zones, including review of the zone boundaries, current objectives and guidelines of each zone, current by-right and conditional uses, existing uses, and an exploration of what the PC would like to encourage in these areas. There was focus on the proposed definitions of Light Industry 1, 2, and 3 and the PC's interests in potentially encouraging light industry development in these zones (and how best to do so). Discussion touched on possible expansion or change of uses in each zone but a full review of the table of uses for each zone was not initiated.

Adam asked the PC to think about the proposed shift of the current MUN zone (includes Mt. Abe, landfill, town garage properties) to RC1. No change was recommended to the proposed zone shift as illustrated on the 8/12/14 draft map. Adam suggested potentially shifting the "thumb" shaped southern portion of the MIX zone to RC1. The Commission discussed this but no changes were made to the draft map or that portion of MIX.

Sue asked that at the next planning meeting with Adam on Tuesday December 16<sup>th</sup> that the PC continue discussion of RC1 and MIX and that clearer materials be provided to facilitate that discussion.

Sue reminded the PC of the public hearing on Tuesday, Dec. 2, to continue review of the Marcelle PRD proposal. There will also be a DRC recommendation for the PC to review.

Katie made a motion to adjourn, seconded by Skimmer. All in favor (6-0)  
The meeting was adjourned at 9:30pm.