

Bristol Planning Commission

Meeting Minutes

April 19, 2016

Commission Members: Sue Kavanagh, Bill Brown, Katie Raycroft-Meyer, Kris Perlee, Bill Brown, John Elder, Bill Sayer (7:55pm)

Other: Eric Forand (Zoning Admin), Adam Lougee (ACRPC), Mary Arbuckle (NeatTV)

Public:

Planning Commission opened at 7:10

Sue requested that the organizational meeting be postponed until next month, the Commission had no objections. Sue informed the Commission that she and John had been reappointed by the Selectboard however Chico Martin had decided to not seek reappointment.

Approval of Minutes:

Kris made a motion to approve the March 15, 2016 Planning Commission minutes as presented, seconded by John. All were in favor (5-0).

Kris made a motion to approve the April 5, 2016 Planning Commission public hearing minutes as presented, seconded by Bill. All were in favor (5-0).

Administrative Matters:

Sue discussed the timeline for having the proposed revised zoning regulations and by-laws ready for a vote at town meeting in March 2017. She spoke about the possibility of meeting twice a month, the general consensus was to start meeting twice a month, if possible, and John noted that at some of the first Tuesday meetings there may not be a five-member quorum and therefor would act more like a working group in order to progress with review of materials Adam Lougee is providing for consideration of the group. The Commission discussed the possibility of having the Town voters approve the current Town Plan, with no updates, for another 5 years in order to prevent it from expiring after November 2017. Perhaps it's possible to hold joint hearings for the revised regs and bylaws along with the Town Plan?

Sue discussed the upcoming May 10 bond vote for the upgrade of the West Street waterline, storm water infrastructure, and the expansion of the water district to Lover's Lane across the Stoney Hill town property. She pointed out that since the Town Plan specifically supports development of a business park at the Stoney Hill location, this

effort is of interest to the Planning Commission. Kris asked why the Commission was discussing the bond, he felt that the private developer should be spending the money to improve the site and not the Town. Sue explained that the waterline extension is necessary to remove the wellhead protection so the business park can be built. Kris said there are lots of unknowns, like potential taxes from a business park or fees generated from new waterline. Katie stated that she thought the public/private partnership was working well. John said that he thought the Commission should support the project as it is in line with the Town Plan. He stated that he would be writing a letter to the editor of the Addison Independent and on Front Porch Forum as a water district member stating that he was in support of the bond.

The Zoning Administrator informed the Commission that Robert Fuller is pursuing the Planned Residential Development for North Street. There is no time frame yet for when he hopes to have the application complete.

Katie asked about proposed solar projects in town and how residents can be more involved. The Commission discussed recent solar projects and what the state statutes are that regulate them.

Article II draft revisions review:

Adam and Sue explained the intent and structure of Adam's proposed revisions to the zoning regs and bylaws: to be more user friendly, intuitive, clearer, and to resemble the process or "flow" a zoning permit applicant see as they moved through the application process.

To this end he described the continued work on his proposal for the PC to consider, including:

Placement and reformatting of the new Daniels Four Corners and the existing Downtown Design Review overlay districts to new Article II (to join all the other zones reviewed in the PC's Article X work). The Commission likes the new structure of the regs and by-laws. Katie said she thought a graphic representation of the process would be helpful. Kris said a small package of just the By-laws that pertained specifically to the applicant would be helpful.

Review of proposed Downtown Design Review – new structure matching all other zones/districts under new Article II:

Kris asked Adam to remove the mistakenly included language under - Allowed Uses about conditional uses. Adam will bring back some new language for the design review section as it pertains to the Zoning Administrators review – intending to give more of a direct role to the ZA rather than every single DRC reviewed project having to go also to the ZBA or PC. Sue wondered if the existing regs making that necessary were written prior to there being a fuller position for ZA in Bristol.

Draft Article III Review:

The Zoning Administrator asked if the Commission should include flush mounted rooftop solar arrays under exempt section. The Commission discussed what the intention of the exempt section is. They will come back to the solar panel question later during discussion of specialized regulations. Kris felt in Section 326 Certificate of Compliance that two inspections by the ZA were too onerous. The word preliminary was added before inspection in line 6. The Commission discussed Section 327 and made no changes. Kris asked that the language in Section 328 reference \$200 in fines and not \$100 as that is what is in the State Statutes. In section 355 General Criteria for Review, remove language about traffic under character of the area. Add language under traffic impact about applicant agreeing to upgrade road.

Adam then shifted to a new section, 390, addressing the new Site Plan Review option. Adam stated he may move site plan review to a new section 360 so it appears after the conditional use section. Adam added #5 building characteristics under section 394. The general consensus of the Commission was that #5 should be removed. Kris asked to strike the word commercial as the first word in the third paragraph under section 391. PC and Adam agreed more close review and consideration of this new text is needed before fully proceeding.

As a homework assignment, Adam asked members to review existing Article V and asked that members send him input about the most important sections they suggest he review first and thoroughly. He asked the email be sent to him by April 26th.

Adam convened the statutory consultation meeting which is required by his contract at ACPRC. Adam discussed the Town Plan, By-law updates and how the ACRPC can help with both.

Kris made a motion to adjourn, seconded by John. All were in favor. (6-0).

Meeting adjourned 9:43pm

Respectfully Submitted,

Eric J Forand