

**Planning Commission
Meeting Minutes
July 19, 2016**

Commission Members: Sue Kavanagh, Skimmer Hellier, Kris Perlee, Anna Daylor, John Elder, Bill Brown, Katie Raycroft, Bill Sayre (7:30pm)

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

Public:

Meeting opened at 7:05pm

Minutes:

John made a motion, seconded by Bill B. to approve the June 21, 2016 planning Commission meeting minutes as presented. All were in favor (7-0).

John made a motion, seconded by Bill B. to approve the July 5, 2016 planning Commission meeting minutes as presented. All were in favor (7-0).

Review of PC meeting timeline regarding zoning regulations update:

Sue stated that the Commission is still working within the timeline she has proposed and reviewed with the PC at each meeting. She believes they are on track to complete a draft of the updated zoning regulations in order to warn a PC public hearing for early October and then deliver draft to the Selectboard for its own review, hearings, and approval with the plan of presenting the document to the Town voters on Town Meeting Day in March, 2017.

Review of proposed zoning regulations:

Adam Lougee and Sue started a review of updates that had been suggested at the July 5th PC meeting and indicated all previous updates already appeared in the working draft as “accepted” text (using the track changes function in Word).

Section 301-#2, The Commission discussed the suggested maximum 10 foot height limit for roof mounted solar panels. The Commission felt that there should also be clarifying language added about not exceeding the 35 feet height of structure limit.

Adam will add text in appropriate Section headers that clarifies all of the sub-sections that relate to that each particular header (those with related sections that follow).

No further updates to proposed Articles IV or V.

Section 604- Kris said the section was fine as is.

Section 607 Solar- Adam re-wrote this section to detail that if the solar project is not exempt then it needs to adhere to setback requirements.

Section 607 Telecommunications – The Commission discussed communications towers and antennas. Adam will add some clarifying language to this section.

The PC essentially completed review of proposed Articles III-VI.

The Commission then reviewed proposed text for new Article VII, Design and Performance Standards, which will attempt to combine regulations in Bristol's current Articles VI-VIII.

Starting with proposed new regulations for parking, in particular, Adam utilized examples of existing, recently updated regulations from Montpelier and Morristown to create this draft. He broke parking requirements down by use table, aligning with the categories in the newly proposed use table already approved by the PC now as part of new Article II. The Commission discussed if certain exceptions need to be made for pre-existing non-complying structures. They decided that there were several steps that could be taken by a future applicant if they felt that they needed to reduce the amount of off-street parking for their structure/use. Discussion about accommodating or planning for occasional high capacity uses.

Adam has proposed reducing the required size of a parking space from 22 feet long to 18 feet long and the Commission agreed after some discussion about varying sizes of vehicles and the need for safe backing out and parking lot navigation balanced with design to accommodate an appropriate number of parking spaces for a particular use.

There were no concerns on the loading area section.

Access: Adam will add language about road foreman being able to require a larger culvert than the minimum requirement in the new proposed regs, if deemed necessary.

Lights/ Glare / Reflections: Adam will move items that are not measurable but want to be encourage into the introductory paragraph

Noise: The PC discussed a proposal for updated noise regulations, again making a distinction between regulations (PC) and an ordinance (SB responsibility). John Elder recused himself from the discussion and moved to the audience section of the room in order to ask questions as a member of the public.

Kris made a motion to adjourn, seconded by Anna. All were in favor (8-0)..

Meeting adjourned at 9:45pm.

Respectfully Submitted,

Eric J Forand