

Bristol Planning Commission Meeting

December 19, 2017

Commission Members: Katie Raycroft-Meyer (Chair), Gary Clark, Sue Kavanagh, Robert Rooker, Anna Daylor, and Bill Sayre

Others: Kris Perlee (Zoning Admin), Mary Arbuckle (NeatTv)

Public:

Meeting opened at 7:05 pm

1. **Introduction of new PC member Robert Rooker**

- a. Robert was introduced to the PC

2. **Approval of minutes from the November 21, 2017 meeting**

- a. Sue made motion to accept October 17, 2017 minutes, Anna 2nd. So voted
- b. Sue made motion to accept November 21, 2017 minutes, Gary 2nd, So voted

3. **Prioritize PC's future work.**

- a. PC has created a list and will work to prioritize
- b. Town Plan and Addison County Regional Planning Commission Review (ACRPC)
 - i. In March 2017 the Voters of Bristol approved a modified Town Plan
 1. Plan only had minor changes from the 2012 version: Zoning maps.
 - ii. Normally ACRPC is notified and a review is requested, this did not happen.
 - iii. ACRPC notified the Town of the missing request and the process is in place to rectify this omission.
 - iv. Claire(ACRPC) noted, however, that the current plan needs to review the following topics:
 1. Flood Mitigation, Childcare, Economic Development, Municipal Storm Water, and Energy.
 - v. Gary mentioned that based on a recent ACRPC newsletter the new plan will also need to include a forestry plan and wildlife corridors.

4. **Review draft of 'Site Plan Application Guidelines' document.**

- a. Katie presented a first draft of Site Plan Review Guidelines.
 - i. Step by step review of process was reviewed.
 - ii. Discussion on concerns about current process
 1. Very complicated and confusing for general public
 2. Language needs to be simplified
 - iii. Discussed a checklist
 1. Current application has a list, but needs to be clearer that it is a checklist
 - iv. Suggestion that applicant be encouraged to have an informal review with PC before formal hearing.
 - v. Concern that the current scale, 1" = 200', required for site map is too broad.
 1. Current Zoning Regulation call out this scale and would need to be modified.

5. **Administrative Matters**

a. **All-Hazards Mitigation Plan review committee report**

- i. 1st meeting was Dec 5th.
- ii. Committee participated in an exercise of rating 22 different hazards.
- iii. Top four hazards are

1. Flash Flood
2. Landslide/Rockslide
3. Earthquake
4. Structure Fire
- iv. The Committee's next steps
 1. Review the hazards ranking
 2. There is not a scheduled follow-up meeting at this point
 3. Update the current plan
- b. **Next meeting**
 - i. January 16th
 - ii. May have a right-of-way hearing.

6. **Any Other Public Comments**

- a. No public present

7. **Adjournment**

- a. Anna made motion to adjourn, Sue 2nd. So voted
- b. Meeting adjourned at 8:05 pm

Respectfully submitted

Kris Perlee, Zoning Administrator