

PLANNING BOARD MINUTES

July 24, 2019

APPROVED as amended and clarified:

See minutes of _8/14/19__jrl_____

AGENDA: MELISSA LEVY, EDC PRESENTATION
WORKSHOP

ATTENDING: Denice DeStefano (Chairman), Don Milbrand (Sel. Rep.), Evan Hickey, Betty Seeler

ABSENT: Clay Dingman (Vice-Chair, excused), Paul Barnett (excused)

OTHER: Christina Goodwin (Land Use Manager), Tyler Simonds (Planner), Economic Development Committee (EDC) members, Bruce Beauregard (resident)

The meeting opened at 7:00pm with a quorum.

Presentation: Melissa Levy, Community Tools, LLC, Northeast

Ms. Levy presented a power point presentation (Wealthworks Tool Kit) which she has been working with for 10 years. She asked what everyone thought we needed and was told that we need to know how to bring in new industries and which to look for. We also feel that we need a process to evaluate this.

Ms. Levy gave an example of a broader recreation expansion and how to grow the current businesses.

The group discussed items of concern and things to address. It was mentioned that Freudenberg NOK is our one large industry and they employ 540 people but expect a possible 135 of these to retire this next year. It was felt that we need to revise the Master Plan. Further north than here, many jobs left, and the area concentrated on recreation. Ms. Levy mentioned that places to dine and to stay should be looked at and she added that the USDA helps fund some of these types of things.

It was suggested that we might want to look at expanding zones for businesses in our Zoning Ordinance. Ms. DeStefano explained that the Planning Board has to craft any changes, hold a public hearing on them by the end of the year so as to have time enough to get them onto the ballot (there are date restrictions for these). The Planning Board is already working on some but may be able to fit in some further suggestions, at least. She noted that any new industry will be looking for town water and sewer which limits us at this time. It was thought that perhaps doing a section instead of a full plan might be more expedient.

Ms. Levy asked about the possibility of regional projects. She was told that Bristol is considered the "hub" and we do not get much enthusiasm from other towns. Ms. DeStefano mentioned that we did a Community Survey again last year and most has not changed from wanting a small town feel. Communication service is a problem in several areas. One member thought we should focus on restaurants, recreation and entertainment. It was asked if we should look at this by business or people and determined by people. Again, it was noted that residents don't want a change of character. Most regional tries have not been successful, so far.

Planning Board Minutes
7/24/19

PRESENTATION AND DISCUSSION continued:

Ms. Levy stated that companies tend to follow where the people are. The group noted that we have the Lake attraction, Freudenberg NOK for work, but about 54% of our taxes come from the summer Lake people. Ms. Spears (EDC) stated that T-Vs Chronicle did a segment on Bristol which brought a lot of people in to check us out. It was felt that we need to cater to the Lake people. Another problem that was mentioned was the fact that a lot of older folks are down-sizing and taking up the affordable housing that young folks need. As an example, it was mentioned that the 32-unit apartment complex here had 600 applications and less than half of these residents work in Bristol.

Local small business owner, Robin Fitzgerald, has expressed that she could easily add 20 IT people with fiber optics accessibility. It was mentioned that the idea of increased taxes for increased school attendance is false. The 32-unit facility did not add anything as the buildings are in place and the pupil attendance has decreased. When you add pupils, it spreads the taxes over more people. Our one Police attendant mentioned that when a complex comes in, there may be more police calls in the beginning but then it levels out. They have seen a big change in calls on the Beech St. complex.

It was suggested that the EDC work on a list of amendments. Some things to keep in mind are the Water/Sewer limits, parking (the lot next to the Mexican Restaurant is looking to this at present), the fact that IT employees work only on computers and 3D printers, as well. It was thought that we need a new definition for Light Industry, which limits employees to 10. 20 employees could be easily accommodated with these new types of businesses. A new Zoning definition was suggested, calling it a Mixed Use Zone in which residences, businesses (both work and such as restaurants, theater, and the luck) share a neighborhood.

From here, it was suggested that EDC and the Planning Board each make up a list and then get together to discuss these and prioritize. One suggestion was to have some Planning Board members and some EDC members meet in between larger meetings but that did not seem to go anywhere. It was suggested that the two groups get together at a Planning Board workshop and allow a certain amount of time for discussions.

As it was getting late and the Planning Board had more items on their agenda, the EDC and Ms. Levy were thanked for coming in.

WORKSHOP:

Mr. Simonds presented a list of items to discuss. He asked the Board how to calculate minimum area requirements. The Board explained that you add together each area that applies. Ms. DeStefano will bring in a copy of the Sexually-Oriented Business Permit Forms by our next workshop.

For Housekeeping amendments: At the end of Article III, 3.2.H.4 listed as "b" should be "f". In Article X, 10.3, first line, change "Amendment" to "article". This was later noted that the same applies to 10.1 and 10.2. In Article XII, 12.10, Mr. Simonds suggests that "any other provision of the Zoning Ordinance" be incorporated.

Planning Board Minutes
7/24/19

SMALL AMENDMENTS:

Update “sapling” definition: Mr. Legieux previously wanted the diameter amended to something smaller. Mr. Simonds will reach out to him again.

Add hardpack gravel to impervious cover definition: thought to be already included.

Fix discrepancy between Personal Service and Printing Shop: Remove printer from Personal Service Shop and expand Printing Shop for 3D printing versus a print shop under Industrial.

POTENTIALLY BIGGER THINGS:

Update Article XV to allow detached ADU’s: This was left to Mr. Simonds and he is to ask if he needs any help.

6’ Fence setbacks when considered a structure: After reading the definition of “Structure” it was found that these were excluded from setbacks.

Remove 4.7.D.3 which is inconsistent with the spirit of Cluster Residential Development: Thought to remain as it would apply if the developer keeps the land.

Update 4.11 Signs: the draft that Liz did will be looked at in the August workshop meeting.

Remove bylaw content from Historic District Overlay: Ms. Goodwin explained that not all of what is in the Zoning Ordinance should remain as they are actually bylaws.

Add lot coverage calculations to include all impervious cover: Thought to add patios, decks, driveways, etc. A discussion was held about commercial versus residences. It was questioned as to how this could be enforced as only commercial need permits for driveway paving.

Special Use permits: The process of a requirement of 30-day notice for the Conservation Commission and Health Officer was explained. It was thought that 4.10.D should require a Special Exception not a Special Use permit and that they should be added to 5.4.

Work with the EDC: as determined this evening. The Board determined to look at Light Industrial and perhaps a Mixed Use zone. A short discussion was held on Mixed Use as to where or how this will fit in any area of Bristol.

Adopt Town Attorney recommendations for Article X, Personal Wireless Service Facilities: Will do.

MINUTES OF JULY 10, 2019:

The following amendments and clarifications were made: Page 2, 3rd line, replace “them” with “Vertex” and at the beginning of the full sentence, replace “They” with “The Select Board” and at the end, delete “indoor”. Line 5th line, replace “facility” with “fenced compound”. Second paragraph, 1st line, replace “average” with “maximum” and line 3. Insert “Required” before “Maintenance”. Next paragraph, replace “Parrisi” with “Paris”. 4th paragraph, 4th line, insert “built over 30 years ago” following “tower”.

Planning Board Minutes
7/24/19

MINUTES, Page 2 continued:

5th line, remove “9” from “compa9nies”, replace “and is” with “as” and delete the next sentence. Under Conditional Use, 1st paragraph, 1st line, replace “10\$” with “10%” and “grade” with “driveway slope”. 2nd line, following “slope” insert “for structure”. 3rd line, following “flood” insert “calculation” and before “expert” insert “independent”. Last paragraph, 1st line, delete “pertains” and replace with “is related”. Page 3, 1st paragraph, 1st line replace “of” with “to”. 6th & 7th line, delete sentence beginning “There will be a large...” Following “High Speed” insert “fiber” and delete “Which will cover.” And following “town” insert “and this will improve coverage. 2nd paragraph, 2nd line, following “Site Plan” insert “and was reminded we are dealing with steep slopes.” 5th line, remove sentence beginning with “Mr. Dowey”. 3rd paragraph, 3rd line, replace “as it could” with “as false information could”. 5th paragraph, 2nd line, remove “3” from “adde3d” and replace “not to have a drainage expert review” with “to waive a more extensive drainage report.” 6th paragraph, 1st line, replace “issue” with “benefit” and “amounts” to “adds”. 2nd line, replace “these folks” with “Police” and “they” with “the officers”. 3rd line, before “businesses” insert “Bristol”. Last paragraph, 2nd line, “limit” with “keep” and “plan due to” with “tower from using”. Page 4, paragraph 1, 2nd line, replace “house” with “health”. 3rd paragraph, 4th line, replace “stated that it” with “stated that a letter of demolition cost of removal”. 4th paragraph, 3rd line, before “45” insert “between” and following “55” insert “antennas”. 6th line, delete sentence beginning with “Mr. Dowey asked...” and delete the last sentence of this paragraph. Page 5, 1st paragraph, 3rd line, replace “4-week” with “August 14th” and last line, delete “2-weeks.” To “July 24.” Replace the last line with “The Board determined they already have a full agenda on 7/24.” Under Land Use, 4th line, following “interfere” insert “with the permeable pavement.”. Under Other, 2nd line, following “same time” add “as counsel”.

E. Seeler made a motion, second by E. Hickey, to approve the minutes as amended. The motion carried.

COMMUNICATIONS: None.

REPORTS:

Selectmen and CIP: Didn't meet.

HDC: Elected officers and had an update on CLG.

Land Use: The town offices will probably be moving in the middle of October. Auto Trends has not responded in 45 days and Ms. Goodwin will now send a letter to him. 265 Lake St. = they have 2 taxis there instead of one. The Board says they must comply. Turner's has been clearing their lot and got their building permit yesterday. KD Partners is to oversee the building. Mrs. Dowey called to complain that she was not notified, and no-one is watching them as they cut the trees. A new owner also called and complained as she understood that the Turner case was stalled. On the property next to Renaissance Florals, there is a shed that is 8' from the property line. The town has 2 drains on the property which makes it difficult to move it. It was agreed that this is a case for a Variance.

OTHER: Ms. DeStefano stated that we need to take a good look at the zoning districts.

Planning Board Minutes
7/24/19

OTHER continued:

Ms. Goodwin asked who the Board wants (of the applicant's team) to come to the next Vertex meeting. Ms. DeStefano thought that we might have questions, such as when an ice storm hits, and could use them all. Ms. Goodwin asked about a third-party review and was told that the Board determined not to have one. Ms. DeStefano would like to craft a condition of approval with town counsel. We will need a maintenance agreement for the road. We need to be sure that the letter for the cost of demolition is in the file. We need to know that it is verified. Ms. DeStefano felt that this may be found on Google or from a town with a similar situation.

Due to the late hour, we shall elect a Vice Chair at the next meeting. Bruce Beauregard has submitted an application to become a Planning Board member. He shall need to be interviewed by the Selectmen.

NEXT MEETING:

The next Planning Board meeting will be held Wed., August 14, 2019 at 7:00pm at the town office meeting room for the continued Site Plan hearing for Vertex.

With no other business before the Board, the meeting adjourned, unanimously, at 10:00pm.

Respectfully submitted,
Jan Laferriere,
Land Use Admin. Assistant