BRISTOL ZONING COMMISSION
MINUTES
SPECIAL MEETING OF THURSDAY, JUNE 13, 2024

1. Call to Order

By: Chairman White Time: 5:00 P.M. Place: City Hall, via Zoom

MEMBERS	NAME	PRESENT	ABSENT
REGULAR MEMBERS:	David White (Chairman)	X	
	Thomas Marra (Vice Chairman)		X
	Richard Harlow	X	
	Richard Goodwin (Secretary)	X	
	John LaFreniere	X	
ALTERNATE MEMBERS:	Michael DeRoehn	X	
	Sara Mangiafico	X	
	Peter Caruso	X	
STAFF:	Robert M. Flanagan, AICP, City Planner	X	

1. Call to Order

Per the order of Chairman White, the meeting was called to order at 5:00 P.M.

2. Public Participation

There was no public participation.

3. New Business

There was no new business.

a. Review Phase 3 schedule

Mr. Gomes explained last month he presented the purposes and recommendations for the Regulations. He wanted to give the Commission some time to consider the recommendations. He explained the Commission just received the document and he wanted additional time for them to absorb the material. He explained this evening he wanted the Commission to agree on the items they want to move forward on. The next step was to schedule a virtual public presentation for an explanation and to ask questions. He explained prior to the meeting this information should be made available to the public.

Mr. Gomes explained this evening the discussion would be for parking Regulations. He noted the next step for the July meeting was environmental Regulations including APA, IW and environmental protection. Also, a continuation of working on commercial industrial districts; housing and residential districts; technical aspects; site design, sign regulations; and permits.

b. Discuss recommended parking regulation amendments

Mr. Gomes explained there were 7 recommendations for Section 13 of the off-street parking Regulations for the central business district. He explained the intent was to inform the public of the rationales and how the Regulations would be changed.

The adverse effects on property owners will try to be minimized. He noted many cities are working on their Regulations to reduce over parking. Mr. Gomes explained the document would be presented to the public and then adopted.

Commission inquiries: Mr. Gomes explained the new designation for per thousand square feet.

Mr. Gomes reiterated Section 13.2.B., that the applicant has the responsibility to determine the amount of parking with a traffic expert. He explained the BD zone is different because it was a walkable area with a lot of parking publicly available.

He explained for Sections 13.4. and 13.2., in the BD zone, the shared parking and the off-street parking should be increased to 1,000 ft. He explained in Section 11, that parking lot landscaping and screening should be consolidated with landscaping and site design regulations. 13.7.5. and should be placed in Section 13.7.5. The requirements of Item b. should be just above these Regulation.

Mr. Gomes reviewed the intent of the new Section 6 for pervious porous/permeable pavement for parking lots to reduce water runoff. He explained the applicant would receive credits for using this Regulation.

Mr. Gomes reviewed bicycle parking requirements that were added to the Regulations.

Regarding Recommendation #8.4.4. in the BD zone, Mr. Gomes reviewed the recommendation for an overall reduction of parking standard. He explained the parking reduction would be 25%. He explained this was an existing Regulation that was being expanded upon.

Regarding Section 8.4.6., Mr. Gomes explained this Regulation allowed the applicant to provide on street parking and possibly more parking if on street parking is provided. He explained this Regulation is very complicated and there was a Regulation for dwelling units that was redundant and it should be deleted. His view was this section should be deleted in place of a simpler process.

Item d. was taken out of order.

d. Continued discussion on additional items: Section 5 - Accessory Uses

Mr. Gomes explained the Commission continued the discussions from the May meeting regarding dogs and kennels. The Ordinance has a safeguard that 2 or more acres with 4 dogs is considered a kennel. He suggested up to 3 dogs per 1.5 acres pro-rated and under 2-acres 3 dogs be allowed. He explained it may be noted as 3 dogs per acre. The Ordinance does not have any maximum limit. He noted there is no enforcement process in the Ordinances or the Zoning Regulations.

The Commission suggested the Regulations be similar to the Ordinance and let the animal control officer enforce the Ordinance. Commissioners Goodwin and DeRoehn disagreed with the Regulation and that the Commission should not be involved with this matter. Commissioner Mangiafico agreed the Ordinance should be changed, but the Ordinance was a process for the animal control officer and not for Zoning. Commission LaFreniere mentioned a concern with 7 dogs in an apartment building within the City.

Mr. Gomes explained after the discussion this evening the Commission agreed to have the Regulations the same as the Ordinance.

c. Discuss potential dates/schedule for a virtual presentation of recommended parking amendments

Mr. Gomes explained the Commission should schedule a virtual presentation for the items discussed this evening, but he needed to update the Regulations. He explained he would send a link and then set up the survey for the pubic. He wanted about a week before the public presentation. Then the environmental Regulations and the Zoning Regulations needed to be discussed.

Mr. Flanagan explained he would schedule a special meeting with an agenda for items discussed this evening.

e. Discuss draft online survey

As suggested by the Commission, Mr. Gomes would adjust the survey to allow two items be checked off and would send the survey link to the Commission. He noted the Regulations would not be based on any survey responses, but would guide the Commission on what to focus on.

f. Next steps

The Commission did not discuss any additional items for next steps.

4. Adjournment

Chairman White designated regular Commissioners Harlow, Goodwin, LaFreniere and White to vote on the adjournment. He also designated alternate Commissioner DeRoehn to vote on the adjournment in place of Commission Marra that was absent this evening.

MOTION: Move to adjourn at 7:13 P.M.

By: White Seconded: Harlow.

For: Harlow, DeRoehn, Goodwin, LaFreniere and White.
Against: None.
Abstained: None.

This meeting was taped.

Respectfully submitted,

Nancy King
Recording Secretary

David White, Chairman Richard Goodwin, Secretary