

Town of Bristol  
Planning Board

Zoom Meeting  
March 7, 2022

**Members Present via Zoom:** Karen Ellmore, Joann Rogers, Patti Giordano, Bob Stryker, Justin Steinbach, and Secretary Sandra Riker

**Others Present via Zoom: Brennan Marks of Marks Engineering**

Guest Via Zoom: A. J. Magnan

**Minutes:** Minutes of Dec. 6, 2021, were accepted with a motion by Patti Giordano with a second by Joann Rogers vote by members Bob Stryker was viz Zoom unable to vote, Justin Steinbach excused, Karen Ellmore aye, Patti Giordano aye, Joann Rogers aye.

Continuation of Heberle Site Plan for 4551 State Rt 64:

Chairwoman Ellmore opened the meeting as the continuation of the public hearing left open on December 6, 2021 and ask if there were any further comments from the public. There were none so the public hearing was closed Ms. Ellmore stated that she had received a letter from MRB Group (Town Engineers) stating “they had completed the review of the submitted Preliminary Site Plan regarding the above referenced project, dated October 20, 2021, last revised February 23, 2022, and drainage calculations last revised February 2022 both prepared by Marks Engineering. Please note that all their previous comments have been addressed and that they have no additional comments.

Please all note that it is our understanding that coordination with NYSDOT is ongoing and that the NYSDOT have not issued an approval. Therefore, they would recommend that any site plan approvals be conditional upon receiving all required permits and approvals from the NYSDOT.”, signed by Lance Brabant, CPESC Director of Planning & Environmental Services dated February 23, 2022.

She went on to say Code Officer Jensen agreed with this. The list of requirements for a conditional approval should also include:

- On the Soil, Erosion, Sediment Control document #4 should be corrected to agree with the most recent limits of disturbance on updated Site Plan on EX100 to “19605 SF all trees and brush must be removed with in this area”. Mr. Marks asked that Ms. Ellmore initial and make this change for him on the SESC document.
- Provide the Chairwoman with documentation showing the approvals and permits from NYSDOT completed.

- Reimburse to the Town for MRB Engineers fees for their review of this Site Plan.

Patti Giordano said she agrees with the MRB conclusion of February 23, 2022, and make this a conditional approval based on the completion of the bullet points mentioned above.

Joann Rogers agreed with this as well.

Justin Steinbach said he agreed with this course of action.

- Bob Stryker noted that the site plan submitted lacked section b 1,2,3,4. And he would propose one more condition to be included in the approval to have #2 on C101 of the Site Plan to include the following: The erosion and stormwater control plan shall contain, but not be limited to, the following, as determined by the Town of Bristol:
  - (1) A narrative description of:
    - (a) The proposed development.
    - (b) The schedule for grading and construction activities, including:
      - (1) Start and completion dates:
      - (2) Sequence of grading and construction activities:
      - (3) Sequence for installation and/or application of soil erosion, sediment control and stormwater management measures;
      - (4) Sequence for final stabilization and stormwater management on the project site.

Brennan Marks said he would make those changes.

Chairwoman Ellmore made the following motion a Conditional Approval for Site Plan to be granted for the Heberle Site Plan for 4551 State Rt 64 based on the following points to be included:

- Reimbursement to the Town for fees paid to MRB (town engineers) prior to final approval.
- The erosion and stormwater control plan shall contain, but not be limited to, the following, as determined by the Town of Bristol:
  - (1) A narrative description of:
    - (a) The proposed development.
    - (b) The schedule for grading and construction activities, including:
      - (1) Start and completion dates:
      - (2) Sequence of grading and construction activities:
      - (3) Sequence for installation and/or application of soil erosion, sediment control and stormwater management measures;

- (4) Sequence for final stabilization and stormwater management on the project site.

- All approval and permits from NYSDOT be provided to the Chairwoman for her Review and inclusion for the final approval.

A second was made by Patti Giordano and all Board members agreed.

Other Business: Protocol for Open Meetings will probably change after March 15<sup>th</sup> based on Gov. Hochuli decision and CDC guidelines. Secretary has asked Tom Harvey, County Planning Director to provide her with all updates.

CEO report-new permits 4, inspections 8, and completions 3.

Meeting adjourned by Chairwoman Ellmore.

Respectfully submitted,

Sandra Riker

Town of Bristol  
Planning and Zoning Board Secretary

Minutes approved with the changes made to reflect comments by Robert Stryker with a motion by Justin Steinbach and a second by Patti Giordano. All Board members agreed.