



Town of Bristol
Comprehensive Plan
Joint Workshop
September 29, 2015

Town Board Members: Supervisor Green, Councilmen Favro, Harter, Stevens Parsons and Town Clerk Sharon Miller

Planning Board Members: Joann Rogers, Bob Stryker, and Bob Drayn

Excused: Chairman Giordano and Bob Raeman

Zoning Board Members: Chairman Sanford, John Krebbeks, Marty Snyder, Steve Smiley, and Sandra Riker Secretary to Planning and Zoning Boards

Excused: Donna Beretta

Others Guests: Tom Harvey, County Planning and Bill Kenyon, Town Attorney and a few Town's people

Meeting opened with Pledge of Allegiance

Lael Locke of N.Y. Planning Federation with a training video on a Comprehensive Plan was shown by Sandra Riker to the Boards and visitors.

With regard to who prepares plan:

Tom Harvey of Ontario County Planning suggested that a Special Committee appointed by the Town Board would be the best option to proceed with any update or change to an existing Comprehensive Plan.

- Committee should start with a core of three members. One from each Board and they in turn will interview and make recommendation who should be appointed from the community.
- Whoever is appointed must realize it is a long term commitment, it is not uncommon for this process to last as long as 2 to 3 years.
 - Joann Rogers who worked on the last revision to the Comprehensive Plan advised that they had a consultant at the start of that process but the money soon ran out and the group of 10 dwindled down overtime to five that were left to finish the project that lasted over two years.
- The Chair person should be a well-organized individual who can keep a meeting on track sticking to the agenda prepared prior to the meetings.
- This committee can then break down the issues by subcommittees that will bring their information back to the original special committee for review.
- Special Committee should not be more than 5 or 7 members at the most
 - Making room for subcommittees on specific issues



Do we hire a Consultant?

- A consultant can make life easier for this process by acting as a “point guard” keeping committees and subcommittees on track.
- Best to have special committee identify issues early on before hiring consultant to reduce the costs of the consultant.
 - County Planning can help with
 - GIS analysis
 - Mapping
 - SEQR
 - RFP (request for proposal) for finding a consultant and what should be his or her role with the Plan
 - Finding funding to help with the costs of a Comprehensive Plan

The character of our community should be looked at before hiring a Consultant to help with the Plan as the Plan belongs to the Town not the Consultant.

Bill Kenyon, Town Attorney made the following points

- Comprehensive Plan should be the basis for land regulations
- It is a prospective look at the next 10 or so years
- Once Plan is developed Zoning can help implement the Comp Plan
- Zoning Regulations should be structured in compliance with the Comprehensive Plan

Robert Green added:

- The Town cannot keep shifting taxes to individuals
- We are need of growth and expansion of knowledge based businesses that use innovation and technology to their advantage
- Eagle Mountain sits vacant because our community is not considered a friendly environment to business-how to fix this?
- Opportunity for mix uses in the zoning districts already established or redefining the zoning districts to fit the present and the future of the Town
- He added the money set aside for the Codification of our Zoning Regulations can be used to aid in the costs involved with the Comprehensive Plan

Community Survey

- County can help us with address labels and deliver options
- Community survey providing database and collating results
- Questions should be addressed to all age groups, young people who are in the community and what they feel are important issues to be addressed to encourage them to stay here
- Seniors and what services and zoning that would help them be able to stay in their home
- Special Committee should think about the survey and what questions they would like to ask of the community



Town Board to start the process by asking both the Planning and Zoning Board to provide a participant for the base Committee and provide the Town Board with that information at October 5th meeting of the Town Board.

Other Business:

- Tom Stevens to have open house to view Solar Energy System at his home on Oct. 17th from 10am to 12 pm.
- Bill Kenyon will be performing with the Bristol Valley Fiddlers at the Bristol Valley Theatre on Oct 11th from 2pm to 4pm.

The Boards thanked Mr. Kenyon and Mr. Harvey for assisting us this evening with their invaluable input as the best way to put together a solid Comprehensive Plan for the future of the Town of Bristol

Respectfully submitted,

Sandy Riker
Secretary to Planning and Zoning Boards of Bristol