

Town of Bristol  
Planning Board  
Minutes October 3, 2016

**Present:** Patti Giordano, Joann Rogers, Bob Drayn, Bob Stryker, Bob Raeman, and Secretary Sandra Riker

**Others Present:** Bill Wheeler, Kris Monzel

**Minutes:** The minutes of September 14<sup>th</sup> were approved with a motion by Bob Drayn and second by Bob Stryker. All present agreed.

**Wheeler Informational:** Mr. William Wheeler of the Evergreen Cemetery Association advised the Board that the Tietgen family is providing the monies necessary for the Association to acquire lands from Joe Green. The lands have been surveyed recently. The lands will be developed as a natural wooded site for burials not the traditional layout as is the rest of Evergreen.

The Board suggested the best way to do this is through a lot line adjustment and a parcel combination of the new lands added to the existing Cemetery parcel. They would like to see on the final map presented an inset showing the total size of both parcels, and verbiage to reflect the beginning acreage of both and the result after the reduction to the Green land and the addition to the Cemetery land. The Secretary will email Mr. Wheeler the forms for lot line adjustment and parcel combination as well as the RP-446 application for real property tax exemption for unimproved cemetery land.

He will be back with the applications and survey map at a later date.

**Review and Discuss Assignment from Town Board:**

Chairwoman Giordano read the Planning Board directive from the Town Board as presented at the Town Board meeting on September 12<sup>th</sup>. It read as follows:

Bristol Town Board  
September 12, 2016

Directive to Planning Board regarding Renewable Energy with an Emphasis on Solar and Wind:

Given the ever-changing forward moving push from NYS to provide solar to as much of the State as it can by the year 2030 (50% solar energy by 2030, as of 2016 we are 30% on target), Patti Giordano has asked that the Planning Board be given a written directive from the Town Board indicating direction and timeline to provide PB recommendations on energy for the town of Bristol:

Would the Town Board prefer that the PB:

- Continue to address only the solar component of sustainable energy by recommending updates to local zoning?
- Update the Local Law on towers, wind from 2007 to include solar both minor and major installations and take the time to update the information regarding towers and wind
- Draft a stand-alone Energy Plan regarding Wind and Solar that could later act as a directive for both the Comprehensive Plan and Zoning Regulations
- Other combinations of the above?

The rapidly changing landscape of sustainable energy in addition to the more aggressive stance from New York State makes it unclear to me what our final output should be.

The Town Board discussed the above request at the September 12, 2016 meeting of the Town Board and at that time a consensus was achieved that the Town Board would like to see the Planning Board proceed in drafting a stand-alone Energy Plan with the emphasis on Solar and later amending to add Wind. This could be a directive for both the Comprehensive Plan and Zoning Regulations.

The documents should include:

- Solar Collectors and installations for Minor Systems
  - Residential
    - Rooftop and building mounted systems
    - Ground Mounted Systems
  
- Solar Collectors and Installations for Major Systems or Solar Farms
  - Site Plan requirements
  - Areas of potential sensitivity both historic and cultural
  - Areas of the Town where permitted
  - Design Standards
  - Signage
  - Abandonment
  - Guidance for Removal

The Town Board would like to see this document a priority for the Planning Board. They should take the opportunity to use additional meeting dates as workshops for this project and the time has been allotted in the proposed 2017 Town Budget.

**Divide activity into stages or parts:** The Board will be creating a document by assigning a “specialist” for certain areas. Joann Rogers will be working on definitions to be included for both major and minor solar systems. Bob Raeman will be the “specialist” regarding major & commercial solar systems. The Secretary has been asked to write the document as the project proceeds. She will have the assistance of the Chairwoman for this task. Other areas to be looked at by the PB are:

- What can possibly go wrong with an installation?
- Establishing a complaint process that is clear to all if an installation causes problems to neighboring parties.
- Construct a sequence of events for the process so an applicant will know how to proceed with obtaining a permit.

The Board will look at the NYS Unified Solar Permit for small scale roof mounted residential and commercial solar electric to see if it is something they would like to see adopted for the Town of Bristol. The other areas necessary to look at are ground mounted systems for minor residential and commercial as well as major solar installation either commercial or private in nature. They will look at the town of Geneva, the Town of Seneca, and the draft for the Town of Canandaigua to add in the thought process of what should be included in our local law.

Some of the areas to be considered are:

- Should solar installation be considered in the amount of allowed ground coverage of a principle and accessory structure on a parcel?
  - Regarding residential properties it should comply with whatever the district allows.
- Abandonment

- Length of time before enforcement and penalties would apply
- How to determine if it has been abandoned.
- Height restriction
  - For ground mounted and roof installations
  - For units placed in the front yard setback, as well as side and rear
- What districts might require a special use permit as opposed to it being an allowed use
- Minor systems allowed amount of electric usage
- Installation in a steep slope area
  - should require a site plan
  - what restrictions might apply

The question was asked if there were any areas of the Town that solar should not be allowed and the Board agreed there is not but some may require a special use permit especially for major installations.

**Timeline:**

At the next meeting the Board will review the document drafted for minor residential and commercial solar installations. The proceeding meetings will work on major installations.

**CEO report:** was provided by the Secretary.

**Other Business:** Due to changes of meeting dates to accommodate the Town Board **the Planning Board will meet on November 14.**

Meeting was adjourned.

Respectfully submitted,

*Sandra Riker*

Town of Bristol

Planning Board Secretary

The minutes of October 3, 2016 were approved as written with a motion by Bob Raeman and a second by Bob Drayn. All Board members agreed.

