

**Town of Bristol**  
**Planning Board**  
**Minutes January 2, 2018**

*Future Dates of Interest*

*January 8, 2018 Town Board Meeting*

*January 9, 2018 ZBA Meeting*

*Next Planning Board meeting  
February 5, 2018 continue work  
on directive from Town Board at  
the December 4, 2017 Joint  
Meeting*

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

**Excused:** Bob Raeman and Bob Stryker

**Others Present:** None

**Minutes:** The meeting minutes of December 4, 2017 were approved by Patti Giordano with a second by Joann Rogers. All Board members present approved.

**Home based businesses:** At the December 4<sup>th</sup> Joint Meeting of Town Board, Planning Board and ZBA the Supervisor asked the Planning Board to address the following:

- Revise home occupation definition and deal with the size of the building and/or space allowed for home business use
- Rework of the Temporary Special Event Permit first presented in 2014
- Review the list of allowed uses in the districts
- Review the list of uses allowed by a special use permit and expand the type of uses
- Consider small retail, how to define it and where it can fit in our zoning districts

In the current zoning regulations Home Occupation is defined as; *Any activity carried out for gain by a resident, conducted as an accessory use in the resident's dwelling unit, which is clearly incidental and secondary to the use of the dwelling for dwelling purposes and does not change the character thereof. A home occupation shall be conducted entirely within the principal dwelling unit and/or in a properly permitted, approved, and fully enclosed accessory building. The accessory structure may not exceed 750 square feet and must be of similar construction, architecture, and materials to the main dwelling unit.*

**After some discussion a motion was made by Patti Giordano with a second by Bob Drayn to eliminate the size restriction from the definition of Home Occupation. All Board members present agreed with this decision.** Their reasoning being a home occupation should be determined by its use and its compatibility to the neighborhood and not by the size of the structure where it is conducted. The new definition shall read: ***Home Occupation-Any activity carried out for gain by a resident, conducted as an accessory use in the resident's dwelling unit, which is clearly incidental and secondary to the use of the dwelling for dwelling purposes and does not change the character thereof. A home occupation shall be conducted entirely within the principal dwelling unit and/or in a properly permitted, approved and fully enclosed accessory building.***

**Parcel Combination application:** The Board present reviewed the revised parcel combination application that now includes under requirements a "tape or survey map showing all parcels to be combined" and the need for a meets and bounds description (legal description) has been removed.

**Lot Line Adjustment Regulations:** After some conversation the Board present agreed that under the Regulations for Minor Subdivision Regulations and Lot Line Adjustment the sentence stating "minor lot line changes, which do not create a new lot will be reviewed administratively by the Planning Board and may or may not require a public hearing" be removed and

lot line adjustment applications be treated the same as all other zoning applications and will require a public hearing. The definitions for major and minor subdivision are already included in the major and minor subdivision regulations so they need to be added to the current Zoning Regulations as well as the definition for Lot Line Adjustment. ***A motion was made by Patti Giordano with a second by Joann Rogers to remove the verbiage regarding administrative appeal and require that a lot line adjustment be treated the same as all other subdivision applications and will require a public hearing. All Board members agreed.***

**Other Business:**

**Outline of 2018 work-**

The Planning Board will make time to deal with the following requests at their coming meetings in 2018:

- Review the list of allowed uses in the districts
- Review the list of uses allowed by a special use permit and include more uses
- Consider small retail, how to define it and where it can fit in our zoning districts
- Rework of the Temporary Special Event Permit

**Micro Week handout regarding Tiny Houses:**

Board members present have reviewed the handout and questioned if this would be possible to include in Bristol Zoning Regulations. Currently we have regulations regarding Campgrounds and Seasonal Camps, and if someone wanted to provide a place for “tiny homes” in Bristol they would have to follow the regulations for Campgrounds.

**CEO Report:** Will be provided with their packets for February.

*A motion to adjourn the meeting was made by Patti Giordano with a second by Joann Rogers. All Board members present agreed.*

**Respectfully submitted,**

*Sandra Riker*

Town of Bristol

Secretary to the Planning and ZBA Boards

February 5, 2018 will be the next Planning Board meeting.

The minutes of January 2, 2018 were approved at the February 5, 2018 meeting of the Planning Board with a motion by Bob Drayn with a second by Joann Rogers.