

Town of Bristol

Planning Board

Minutes of March 2, 2015

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

Others Present: None

Minutes: The minutes of January 6th were reviewed and accepted as written with a motion by Bob Raeman and a second by Bob Drayn. All Board members agreed.

Site Plan Change:

Under Local Law 2 of 2011 a proposed change regarding authorization and review process suggested by the Planning Board is as follows:

Section II:

Authorization

Pursuant to section 274-a of the New York State Town Law, the Town of Bristol Planning Board is authorized by the Bristol Town Board to review and approve site plans for development within the Town of Bristol including the construction of a single one or two family-dwelling on a single lot.

Section III:

Site Plan Review:

Prior to the issuance by the Building Inspector of a Building Permit for any commercial, business, manufacturing, single or two-family dwellings on a single lot or multifamily use of land, and change in use or a Special Use Permit, the Building Inspector/Zoning Officer shall require Site Plan Approval, including new structures, new uses, expansions of existing structures, excavation operations, new Special Permit uses and legal conversions of an existing building to another use. Exceptions to these requirements are:

- A. Permitted accessory structures to one and two-family dwellings.
- B. Ordinary repair or maintenance or interior alterations to existing structures or uses.
- C. Exterior alterations or additions to one and two-family dwellings.

The Building Inspector/Zoning Officer shall notify in writing, an applicant for a building permit and Planning Board where Site Plan approval is required, and shall advise the applicant as to applicable procedures and requirements.

A motion was made by Bob Raeman with a second by Bob Stryker to recommend the above changes to the Site Plan Local Law 2 of 2011. All Board members agreed

Steep Slope review of towns of Richmond and South Bristol with comments from our Code Officer:

Under the Richmond document:

- CEO stated he did not think a landscape architect should be considered a licensed professional to submit the application for a steep slope permit.
- Question was raised about the amount of disturbance, does not feel it adds up correctly.
- Question with regard to exempt activities.

Under the South Bristol document:

- Again the issue of exempt activities
- 148-8 Professional Plan Requirements
 - G. Steep slope disturbed areas that are left inactive for more than seven days shall be temporarily stabilized with straw mulch or equivalent as identified in the latest edition of the NYS Standards and Specifications for Erosion and Sediment Control. He would like this added to our steep slope regulations.

The Secretary did not provide a copy of the working document for the Town of Bristol for the Planning Board to review in comparison to the above documents and would ask the Planning Board to review this again next month. Apology for the oversight.

Review of proposed definitions to be added to the current zoning regulations:

The attached list is the proposed definitions as accepted with a motion by Patti Giordano and a second by Bob Drayn. All Board members agreed.

Comprehensive Plan: The Secretary advised the Board that the Town Board would like them to start the review process of our current Comprehensive Plan for possible update. The Plan was last updated in 2007 and prior to that in the late 1990's. The Planning Board would like to send our current Plan to the Ontario County Planning Department for technical review and ask that they provide suggestions, possible models and plans that the Planning Board could work off for update to the Comprehensive Plan.

CEO report: was provided by the Secretary.

A motion to adjourn the meeting was made by Bob Drayn with a second by Patti Giordano.

Respectfully submitted,

Sandra Riker

Secretary to the Town of Bristol
Planning Board

Definitions to be added to the Current Zoning Regulations for the Town of Bristol and minor and major subdivision regulations as required:

Access way: the way by which pedestrians or vehicles shall have adequate and suitable ingress and egress to and from a land use shall be no closer than ten (10) feet from any lot line and will be a minimum of ten (10) feet in width.

District Boundary Lines: is a divisional line between any and all water, school, fire or other special districts on a parcel.

Driveway: a roadway providing a means of access from a street to a property or off-street parking area. An access way may also be deemed a driveway. Said driveway/access way shall be no closer than ten (10) feet from any lot line; and will be a minimum of ten (10) feet in width.

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. The accessory building must be of similar construction, architecture, and materials to the main dwelling unit. Such uses shall not employ more than one full-time equivalent employee other than members of the immediate family.

Lot Line Adjustment: The adjusting of common property line(s) or boundaries between adjacent lots, tracts, or parcels for the purpose of accommodating a transfer of land, rectifying a disputed property line location, or freeing such a boundary from any difference or discrepancies. The resulting adjustment shall not create any additional lots, tracts, or parcels and all reconfigured lots, tracts, or parcels shall contain sufficient area and dimension to meet minimum requirements for zoning and building purposes.

Municipal Boundary Line: line is a divisional line between towns, towns and villages, or counties.

Religious Use: A building used for public worship by a congregation, excluding buildings used exclusively for residential, educational, recreational or other uses not normally associated with worship; Includes churches, chapels, cathedrals, temples and similar designations. Designations to be changed to uses as of PB meeting 050415.