Town of South Bristol
6500 West Gannett Hill Road
Naples, NY 14512-9216
585.374.6341

Planning Board Meeting Agenda

Wednesday, March 19, 2025, at 6:30 pm

Meeting in-person or by joining Zoom
https://us02web.zoom.us/j/81879124990?pwd=GEFMZzrMklvZS1qvZnazfsAbdbOs13.1
Zoom Meeting ID: 818 7912 4990, Passcode: 989279

Call to Order

Pledge of Allegiance

Reading of Vision Statement
As stewards of both the land and the lake, we will preserve and protect our safe, clean, naturally beautiful, rural, and scenic environment with thoughtfully planned residential, agricultural, recreational, and commercial development.

Meeting Etiquette

Minutes
Approval of Planning Board December 18, 2024, and January 15, 2025, meeting minutes.

New Business
Site Plan Approval Application 2025-0001

County Planning Board Referral: -2025
Owner: William P. Vitek & Laurel S. Raines
Representative: Mark Schlegel
Property: 6957 Granger Point Drive
Tax Map #: 191.17-1-7.000
Zoned: LR (Lake Residential)

Review Town Code Sections 170-66 Solar Energy Systems and 157 Trailers

Other

Motion to Adjourn

Town of South Bristol Planning Board Meeting Minutes Approved
Wednesday, March 19, 2025

Present Daniel Crowley
Jason Inda
Michael McCabe
Frederick McIntyre
Paul Miller
Sam Seymour (Acting Chair)

Excused David Bowen
Bruce Mackie

Guests In-person – Mark Schlegel
Zoom – William Vitek, Laurel Raines

Call to Order
The meeting of the Town of South Bristol Planning Board has been called to order at 6:32 pm. All Board members were present.

Reading of Vision Statement
Paul Miller read the Comprehensive Plan Vision Statement.

Meeting Etiquette
Sam Seymour reviewed meeting etiquette.

Meeting Minutes
Frederick McIntyre made a motion to approve December 18, 2024, and January 15, 2025, meeting minutes as written. Michael McCabe seconded the motion. The motion was unanimously adopted by all Board members present.

Other
Sam Seymour shared that he is the acting chairman on behalf of David Bowen who is away for this meeting and April meeting and that Bruce Mackie is a new first alternate member whom we will introduce at the next month.

New Business
Site Plan Approval Application 2025-0001

County Planning Board Referral: 51.2-2025 Exempt
Owner: William P. Vitek & Laurel S. Raines
Representative: Mark Schlegel
Property: 6957 Granger Point Drive
Tax Map: 191.17-1-7.000
Zoned: LR (Lake Residential)

Chairman Seymour: We have a representative here that would like to present, and your name is?

Mark Schlegel: Mark Schlegel.

Chairman Seymour: We have two on Zoom which I presume are the owners of the property.

Laurel Raines: I am Laurel Raines. One of the owners. Wife to Bill.

William Vitek: Yes, I am Bill Vitek. Nice to hear you always.

Diane Graham: Thank you.

Chairman Seymour: Thank you. Would you please give us a brief introduction of the project.

Mark Schlegel: We are taking out a small bathroom in the corner of the existing house and adding a master bedroom addition approximately 15 by 16 foot. Single story day core to match existing house.

Chairman Seymour: Is the existing bathroom part of the exterior outline of the house?

Laurel Raines: Mark, we are not really taking out the bathroom. We are just taking out that little bedroom there, right?

Mark Schlegel: Yes.

Chairman Seymour: Is that an appendage to the main house today because it is not showing on the plans?

Mark Schlegel: Are you asking about the existing bathroom?

Chairman Seymour: Yes, or bedroom. Whatever is going to be removed for the addition.

Mark Schlegel: We are removing the bedroom. There is an existing bathroom there and plans to incorporate a master bath in the existing house, not part of the addition.

Chairman Seymour: This is an addition to the house not necessarily removing anything on the exterior?

Laurel Raines: No. The house is a simple rectangle and within that rectangle on the northwest corner is a small bedroom 9.6 by 9.6 I think, and we are going to incorporate that little bedroom into a bathroom and add onto it a room as Mark said 15 by 16 whatever the size of that is extends beyond the original rectangle of the house.

Chairman Seymour: Okay. Let's open this up to any questions from the Board about this site plan.

Jason Inda: As far as excavation goes, is it going to be a crawl space?

Mark Schlegel: Crawl space. Yes.

Jason Inda: So, four-foot crawl space. What are your plans for the spoils from the excavation?

Mark Schlegel: Remove what is not necessary for backfill.

Jason Inda: Will there be any form of erosion control provided for the construction and the spoils that you are going to reuse? I do not see any erosion control being that close to the lake. That is typically something we see on site plans.

Mark Schlegel: I apologize that was not included. Yes. I will be putting up a silt fence.

Jason Inda: Please note that on the site plan for the next meeting.

Mark Schlegel: Sure.

Chairman Seymour: Any other questions Jason?

Jason Inda: No.

Daniel Crowley: What is the existing lot coverage right now?

Diane Graham: It is on the site plan at the bottom.

Daniel Crowley: 29% which is already over 20 percent.

Mark Schlegel: Correct.

Daniel Crowley: Are they going to grant an area variance because it is going up to 31.28%.

Diane Graham: There is an application to the Zoning Board for two variances.

Daniel Crowley: There is. I saw this in the county last week. I am curious if they have approved it.

Diane Graham: No. The meeting is next week.

Daniel Crowley: Okay.

Laurel Raines: It is a tiny little house as it is now a historic one. We are trying to save the house but add one small room to it versus knock it down and start over.

Daniel Crowley: I think if you knock it down to start it over it would have to be even smaller than it is. It is already in excess of the allowable lot coverage and my question for the zoning board is has the applicant met the requirement to be granted a variance.

Diane Graham: The certificate of non-conformity for the pre-existing conditions.

Daniel Crowley: For the pre-existing. All I am saying is the expansion.

Diane Graham: They would need a variance for the front of the addition and lot coverage increase and that is on the site plan.

Daniel Crowley: Okay.

Chairman Seymour: Traffic and parking access is through a porte-cochere type of arrangement on the carriage house?

Mark Schlegel: Correct.

Chairman Seymour: Is there parking inside of that in the gravel area?

Mark Schlegel: There is. Yes.

Chairman Seymour: All the construction materials will come through there and out of there? The gravel driveway has at least one parking spot it appears to be from the maps. That would be where you park and move material in and out, right?

Mark Schlegel: Yes.

Chairman Seymour: On the application it is checked that this is in the floodplain, and we do not see elevations for the floodplain to show that the addition is above the floodplain level.

Mark Schlegel: It is within 100 years and 500 years. It will be built accordingly.

Chairman Seymour: Can we show the elevations on the plans?

Mark Schlegel: Yes.

Chairman Seymour: To show that the addition is above the floodplain minimum.

Diane Graham: There is a draft of 100 and 500 and that has since been expanded. I do not know what the height of that is.

Chairman Seymour: Another important point to put an elevation on would be the top of the manhole for the holding tank. The rim of the tank so we can see how that is relative to the lake.

Mark Schlegel: That is a very good point. I had not thought of that.

Chairman Seymour: Okay. Thank you. He will show that the floor and the addition is above the floodplain. Basically, three elevations. Along the lines of Jason's question about stormwater. There will be some downspouts on the addition and where will that water go?

Mark Schlegel: Currently the house is tied in with an existing perimeter drain that goes to a drywell. It was approved not that long ago. Pretty recent history. I installed that after discussing it with soil and water and the DEC.

Chairman Seymour: That should be incorporated in the application as well if you have a plan for that.

Mark Schlegel: Okay.

Chairman Seymour: Any other questions from the board? The County Planning Board final recommendation is denial with comments on lot coverage variance and comments on the front setback.

Both of those will be addressed by the Town Zoning Board in the coming meeting. One of the things that we would like to do is to involve Kevin Olvany, the watershed manager, in the stormwater and erosion control measures and get his comments back by April 1, was it, Diane?

Diane Graham: If you can get them back before the ZBA meeting so they, have it as well. If not, by April 1st.

Chairman Seymour: He will be interested in that storm water drainage system, silt fence and things like that.

Mark Schlegel: Okay.

Chairman Seymour: Again, the Zoning Board of Appeals will decide on the setback and lot coverage variances in their coming meeting. Our approval tonight would be subject or contingent on that approval. I have to read this to you. This is for the Board. Are there any site plan/SEQR changes or other public officer's information needed prior to scheduling a final review and public hearing other than what we have asked for so far? That is Kevin Olvany getting him to review the plans.

Diane Graham: Do you want Mark to do that? It sounds like he would be the one because he has other plans.

Yes. The drainage together with this package should go to Kevin Olvany, the watershed manager. Diane can give you his email address or his contact information.

Diane Graham: I can help you if you need that.

Mark Schlegel: Okay.

Diane Graham: Tomorrow.

Mark Schlegel: Yes.

Diane Graham: Who knows how long it will take for him to review.

Chairman Seymour: Based on this application with the discussed additions is this application complete. Diane says no in the notes here. What else are we looking for, Diane?

Diane Graham: The things that you have for.

Chairman Seymour: We will tentatively schedule the application for a final review and public hearing on April 16th pending the decision from the Zoning Board of Appeals and receipt of the requested items. The critical one there is getting through to Kevin Olvany, notes and additions to the plan back to Diane by April 1st. April 1st is the deadline for her to schedule the public hearing for the April meeting or it will be deferred to May.

Mark Schlegel: Okay.

Chairman Seymour: Anything else? We are all set. Thank you very much.

Mark Schlegel: Alright thank you gentlemen.

William Vitek: May I ask a clarifying question?

Chairman Seymour: Sure.

William Vitek: If we get all this information to you by the 1st then it goes to board zoning approval on the 15th and if it is approved is this the final step of this process?

Diane Graham: The next step is the Zoning Board approval. If you get that, then you are go to the April 16th final meeting. Once approved, you can submit your architect plans to the Code Enforcement Officer.

Chairman Seymour: There is a public hearing in April that is held by the Planning Board. That is contingent on this information and comments from these players as well as the Zoning Board's approval.

Diane Graham: A lot of people ask when can we start? As soon as you get your approval. I do not know when you are starting the project.

William Vitek: At this point we would not be starting until fall now.

Diane Graham: Keep in mind we will do this at the final, but once you get your approval you have six months in which to get a building permit and start the project.

William Vitek: Yes. Thank you. I appreciate that, Diane. Again, is there a community meeting on the 15th and then there is a final meeting on the 16th?

Diane Graham: Next Wednesday the 26th is the Zoning Board meeting. That agenda is also on the website if I have not given you the agenda already.

Willaim Vitek: No. You did. Thank you.

Diane Graham: You are welcome. Then, depending on the outcome of the meeting then we will proceed to the April 16th meeting.

William Vitek: Okay. Great. Thank you all very much and we will get that information to you and appreciate your time on this.

Diane Graham: Thank you.

<u>Review Town Code Sections 170-66 Solar Energy Systems and 157. Trailers</u>
Board members discussed the Town Board's request for Planning Board to review solar energy systems and trailers for amendment/repeal. It was decided to investigate and collect more information on solar/wind acreage; NYS requirements; review the town comprehensive plan; request information from the Code Enforcement Officer on any solar, wind and battery storage inquiries; consider repealing section 157. Trailers and consolidate other elements of the code into section 170-64 storage and use of recreational vehicles, and section 170-65 single mobile homes on lots only in certain zoning districts.

Being no further business, Michael McCabe moved to adjourn the meeting. Frederick McIntyre seconded the motion. The motion was unanimously adopted, and the meeting was adjourned at 8:19 pm.

Respectfully submitted,

Diane S. Graham

Diane Scholtz Graham
Board Assistant