



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

Planning Board Meeting Agenda

Wednesday, August 21, 2019
7:00 p.m.

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 July 24, 2019 Planning Board Meeting Minutes

New Business

There is no new business at this time

Old Business

Proposed local law for short-term rentals

Review Code §170-38(C) request additional residential structures on same lot must have same postal address

Other

Motion to Adjourn

Town of South Bristol Planning Board Meeting Minutes Wednesday, August 21, 2019

Present: Mary Ann Bachman
James Ely
Ralph Endres
Ann Jacobs
Ann Marie Rotter
Sam Seymour
Matthew Sousa
Michael Staub
Bessie Tyrrell

Guests: Phil Sommer
Dan Marshall
Judy Voss
Craig Webster, Webster Properties
Jared Hirt, Esq.

Call to Order

The meeting of the Town of South Bristol Planning Board was called to order at 7:00 p.m. followed by the Pledge of Allegiance. All board members were present.

Reading of Vision Statement

Board member, Ann Marie Rotter, read the Comprehensive Plan Vision Statement.

Minutes

Chairman Ely called for a motion to approve the July 24, 2019 meeting minutes as written. Michael Staub made said motion, which was seconded by Ann Jacobs. The motion was unanimously accepted by all board members present.

Other

Chairman Ely introduced Matthew Sousa to the Planning Board as the second alternate. Matthew brings his experience working for the Steuben County Planning Department.

Old Business

Proposed local law for short-term rentals

There was a Board discussion on the review and use of the Village of Watkins Glen short-term rental policy:

- Occupancy - 12 maximum
- Parking - two minimum spots
- Define terms
- Define tents
 - Grandchildren camping out to be permitted
- Events and parking concerns - single event versus multiple events
 - Multiple events separate accessory use requiring a second regulated process to consider

Town of South Bristol Planning Board Meeting Minutes 8/21/19 Approved

- Want to continue to attract visitors/tourists to our area
- Annual versus bi-annual permit renewal with initial permit application site plan review and public hearing with Planning Board
- Septic system design size equate to number of bedrooms
- Complaints ó possible revocation of permit, if not remedied
- Enforcement ó permit revocation, violation notice, order to remedy, court appearance
- Noise ó Ontario County Sheriffs can issue an appearance ticket to renters/visitors for disorderly conduct
- Ontario County Sheriff's Office road lieutenant relationship established for notification of reports in our Town
- ADA compliance
 - Public or private, advice of Town counsel, possible property owner can advertise not handicap accessible
- No parking in right of way
 - Emergency vehicle access
 - Traffic and safety concerns
- Parking on grassy areas
 - Possible damage to septic system tank and leach field
- Overnight parking
- How many short term rentals are in our town?
 - Process to notify all residents ó publish in newspaper, Town website, letter to all property owners
- How many properties have six or more bedrooms?
 - Board member did online search showing 33 properties advertising six to ten bedrooms
 - Request for list of properties from Ontario County Real Properties showing number of bedrooms.
- Suggestion for less restrictive regulation to start. Wait and see approach then add more as needed.

Chairman Ely and Phil Sommer, Code Enforcement Officer will draft short-term rental policy incorporating some information from the other two draft short-term rental policies, defining terms and reviewing draft permit application for distribution to Planning Board and Town Board members.

Review Code §170-38(C) request additional residential structures on same lot must have same postal address This item was deferred to the next meeting.

Motion to Adjourn

Being no further business, Ann Marie Rotter made a motion to adjourn the meeting and it was seconded by Michael Staub. The motion was unanimously accepted and the meeting was adjourned at 8:04 p.m.

Respectfully submitted,



Diane Scholtz Graham
Board Assistant