



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

Planning Board Meeting Agenda

Wednesday, June 17, 2026, at 6:30 pm

Meeting in-person or by joining [Zoom Link](#)
Zoom Meeting ID 875 4478 6342, Passcode 514782

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 meeting minutes for May 20, 2026

Old Business

Public Hearing

Site Plan Approval Application 2026-0004

County Planning Board Referral: Exempt
Owners: Stewart Revocable Trust
Representative: Matthew DeVries
Property: 6075 Aspen Drive
Tax Map: 178.18-1-4.100
Zoned: LR (Lake Residential)

New Business

Site Plan Approval Application 2026-0001

County Planning Board Referral: Exempt
Owners: Garza Properties LLC
Representative: Vicki Garza
Property: 7101 St Rt 21
Tax Map: 195.05-1-19.000
Zoned: C-1 (Light Commercial)

Other

Motion to Adjourn

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Present David Bowen
 Jason Inda
 Cody Koch
 Bruce Mackie
 Frederick McIntyre
 Paul Miller
 Sam Seymour

Excused Daniel Crowley
 Michael McCabe

Guests In-person: Zachary House, Vicki & Francisco “Paco” Garza, Joey Cull
 Zoom: Judy Voss, John McCabe

Call to Order

The meeting of the Town of South Bristol Planning Board has been called to order at 6:30. All Board members were present except for Daniel Crowley and Michael McCabe.

Reading of Vision Statement

David Bowen read the Comprehensive Plan Vision Statement.

Meeting Etiquette

David Bowen reviewed meeting etiquette.

Meeting Minutes

David Bowen made a motion to approve May 20, 2026, meeting minutes as corrected. Frederick McIntyre seconded the motion. The motion was unanimously adopted by all Board members present.

Old Business

Site Plan Approval Application 2026-0004

County Planning Board Referral: Exempt
Owners: Stewart Revocable Trust
Representative: Matthew DeVries
Property: 6075 Aspen Drive
Tax Map: 178.18-1-4.100
Zoned: LR (Lake Residential)

Chairman Bowen: Diane, can you read the public notice please?

Diane Graham: Yes. Can you hear me, okay?

Legal Notice of Public Hearing

Please take notice that the Town of South Bristol Planning Board will hold a public hearing on the following application:

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2026-0004 for property owned by Stewart Revocable Trust located at 6075 Aspen Drive, tax map 178.18-1-4.100. The applicant/property owner is looking for site plan approval to rebuild a 903 square foot house and 320 square foot deck to the north in the same footprint and a 182 square foot structure by the lake that was rebuilt in the same footprint. The Board approved January 21, 2026, for addition of a 480 square foot deck on the east side of house to connect with the existing deck.

Said hearing will take place on the 17th day of June 2026 beginning at 6:30 pm at the South Bristol Town Hall, 6500 West Gannett Hill Road, Naples, NY 14512.

Application is located on the town website under important documents and notices / board meeting documents.

All interested parties may provide written comments, appear in person or by representatives.

Chairman Bowen: Thank you. I will declare the public hearing open. Who do we have here on this matter?

Zachary House: Zachary House again.

Chairman Bowen: Nice to see again Mr. House. I am glad you are back. Thought you would have stayed away after the last time. You are a brave man. I think we solved some of the problems from last time.

Zachary House: I hope so.

Chairman Bowen: For our record can you briefly describe the project again and if there have been any changes made since our preliminary hearing back on May 20?

Zachary House: The matter at hand is still the same original structure that is clearly not worth renovating. Tearing it down, rebuilding it on the same foundation and footprint that was there. We squared away everything with the boathouse. We were waiting on the architecture plans for the elevations. It is clearly under the 35-foot.

Chairman Bown: We did get clarification on the plan. There was an email from Shanna Williams June 2nd indicating that she took elevations from the main finished floor and calculated the average grade inside. *"These were taken from my elevations (based on the survey) and may vary a little from actual grades if measured by a surveyor."* She amended her plan and put that late May date of 2026 on there. The height of highest point in the house from the finished floor is 20.8 feet and she indicated that the finished floor is plus or minus three feet above average grade so that is 23.8 feet above average grade. As you said, well within the 35 feet restriction. Do you have anything else to add on describing the project?

Zachary House: No.

Chairman Bowen: With regard to the square footage of the structure by the lake there is an amended plan that shows it is 182 square feet. Is that the same square footage of the structure that was there before?

Zachary House: It is yes.

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Chairman Bowen: Is the structure essentially identical in dimension, shape and size to what was there before?

Zachary House: It is yes.

Chairman Bowen: Diane, did we get anything about the chimney?

Diane Graham: Yes. It is in the amended packet. Look for amended and it is the last page. It's an email.

Chairman Bowen: We got an email dated May 22, 2026, from Douglas Stewart to Diane and Matt DeVries which states "*I am confirming in writing as requested by the Planning Board that the chimney is ornamental and will never be used as a fireplace to burn wood. Please let me know if you have any other questions.*" As far as you know, the chimney is not going to be used to vent any furnace or heating elements or kitchen appliances?

Zachary House: No.

Chairman Bowen: We did amend the SEQR application short form questions 2. to add the Town of South Bristol. Paragraph 13 b. we added no. Based on that we have received everything that the Board requested on May 20th by the June 1st deadline. Did we get any written comments, Diane?

Diane Graham: No.

Chairman Bowen: Any questions or comments from anyone on Zoom or in-person? Any questions from the Board? I do not have any so at this point I will declare the public hearing closed.

This matter is exempt from County Planning Board referral and recommendation and comments. I will note for the record Canandaigua Lake Watershed Inspector was on site for a septic inspection, and he provided a letter dated November 26, 2025, indicating it is a 1,000-gallon tank and raised leach field appeared to be in working order and is sufficient for the number of bedrooms. There are storm water and erosion controls noted on the site plan which appear to be adequate. Especially in this case since there is really not much land being disturbed, is that right?

Zachary House: No.

Chairman Bowen: A steep slopes permit application is not required since it is less than 1,000 square feet of soil is being disturbed. NYS DEC Threatened and Endangered Species determination is not required in this instance. We did get a no impact letter dated April 23, 2026, from NYS Parks, Recreation, and Historical Preservation with respect to archeological sites. Again, no impact was noted. There are no active agricultural farms within 500 feet. At least the house that is being renovated, not renovated but basically reconstructed, is not in a flood plain so there is no permit required. I would note that the structure down on the water is in a floodplain, but it is not residential. It does not have any overnight accommodation and is merely for storage.

I will make a motion declaring this to be a SEQR Type II action under paragraph 617.5 (c)(2)

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“Replacement, rehabilitation or reconstruction of a structure or facility in kind, on the same site...” with no further review required and ask the board’s permission to answer SEQR questions 1-11 with no or small impact and sign on behalf of the board.

Paul Miller seconded the motion.

All in favor.

Ayes, 6 D. Bowen, J. Inda, C. Koch, B. Mackie, F. McIntyre, P. Miller
Nays, 0

Motion carried.

Chairman Bowen: I will make the following findings:

1. The proposed project is consistent with the comprehensive plan of the Town of South Bristol.
2. The proposed project is consistent with the zoning district in which the project is located.
3. The proposed project will not have an adverse impact on the physical or environmental conditions of the district.
4. The proposed project will not adversely affect the character of the neighborhood.

I request a motion to approve findings 1-4?

Frederick McIntyre made a motion to approve 1-4. Paul Miller seconded the motion.

All in favor.

Ayes, 6 D. Bowen, J. Inda, C. Koch, B. Mackie, F. McIntyre, P. Miller
Nays, 0

Motion carried.

David Bowen: I will request a motion to approve the preliminary and final site plan approval amended application.

Jason Inda made a motion to approve. Frederick McIntyre seconded the motion.

Roll Call Vote

David Bowen – Aye

Jason Inda – Aye

Cody Koch, Alt 2– Aye

Bruce Mackie, Alt 1 – Aye

Frederick McIntyre – Aye

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Paul Miller – Aye
Sam Seymour – Abstain

Motion carried.

Per town code you will need to obtain a building permit and start your project within six months of board approval as of today.

If the project has not started within six months of approval, you must submit a written request for a one-time six-month extension to Diane to attend the next available board meeting to receive approval for an extension.

If a year has passed since the date of approval, you will need to start the board application process over.

I am sure you will get right to work tomorrow.

Zachary House: We will. Thank you.

Chairman Bowen: Thank you.

Zachary House: Thank you. Have a good night.

Chairman Bowen: Thanks for coming back.

Diane Graham: Yes. Thank you.

New Business

Site Plan Approval Application 2026-0001

County Planning Board Referral: Exempt
Owners: Garza Properties LLC
Representative: Vicki Garza, Joey Cull
Property: 7101 St Rt 21
Tax Map: 195.05-1-19.000
Zoned: C-1 (Light Commercial)

Chairman Bowen: Who do we have here representing?

Vicki Garza: I will start and Joe can come in.

Chairman Bowen: Just for the record your name, please.

Vicki Garza: Vicki Garza.

Chairman Bowen: Next to you?

Joey Cull: Joey Cull.

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Chairman Bowen: Thank you. Please describe the project for us Ms. Garza.

Vicki Garza: I am going to have him do that.

Chairman Bowen: Do you want to proceed with what you were going to tell me otherwise?

Vicki Garza: I was going to let you know we have owned the property for 24 years. We rented it out for a number of years. We may still rent it out some in the future. We are very familiar with the needs of the property and that is why we have been planning this for a long time. We decided this is the year to do it. I grew up across the lake at Sunnyside. My dad and my uncle built a house over there in the late 40's. We are excited to be on Canandaigua Lake and love the lake. We will take good care of it.

Chairman Bowen: Thank you.

Joey Cull: We at Brawdy Marine are trying to build a 359 square foot dock as well as fix an existing retaining or seawall that is starting to fall lakeward. I am not really part of the permit process. I am just here tonight representing. I am trying to hopefully answer all your questions for you.

Chairman Bowen: I would note for the record at the beginning we did have as with all applications the code enforcement officer looks them over and he did give a letter dated May 27th regarding the proposed Garza dock project according to Tier I design standards in the current Canandaigua Lake Uniform Docking and Mooring Law a parcel with 50.01 to 100 lineal feet of the mean high water reference line is allowed one dock with space for three slips as this parcel is 65.45 feet one dock is allowed. The proposed dock meets or exceeds the ten-foot setback requirements. Each dock can only be a maximum of 720 square feet and this one as proposed was before the plan was revised earlier the square footage was 248. That has been amended now to 359 which is still well below the maximum 720 square feet. An appendage may be a maximum of 256 square feet. The proposed is 111. Again, this was before some changes were made. Noted that the appendage is 80 square feet and there is another one along parallel with well there is one at the end of the dock which is 80 square feet and there is another appendage which is 75 square feet for a total of 155. So, you are well below.

Vicki Garza: Thank you.

Chairman Bowen: The maximum of 256 feet. Design standards state the main walkway cannot exceed eight feet in width. This one is proposed to be six feet in the estimation of the Code Enforcement Officer will comply with UDML. Also, there was a permit obtained from the DEC. We do have the DEC permit for excavation and fill in navigational waters which was effective May 26, 2026. County Planning Referral comments are exempt here. Archeological site determination was received January 8, 2026, with no impact. Bald eagle determination letter was received May 21, 2026, with no impact. We have the amended application, which was received May 26, 2026, showing the changes to the dock. Site plan design was amended and there is no revised date noted. We do need a revised date on the site plan. This will comply with SEQR because there is a type II action that docks fall under. State Environmental Quality Review is not an issue in this case. On the other hand, before the meeting started one of our members, Fred McIntyre, has a boat in a slip immediately next to this proposed project. He pointed out some issues. Fred, do you want to speak to that?

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Frederick McIntyre: Sure. When I looked at the representation of the docks at Smith Boys, I do not know if that is accurate or not because when I measured down the dock my slip is actually further out. I do not know if what we are looking at is an obstruction to getting into my slip or if my slip is further out then it is not going to be a problem. I do not have a problem with the design. It is fine there if I can get into my dock. If this is inaccurate then I think we need to redraw that so we know where that dock is in relation to your dock so we can get a better approval that way.

Joey Cull: Wouldn't that be the marina's problem though, or no?

Frederick McIntyre: Well, you have to be able to get into the dock.

Joey Cull: Right, right. I am wondering over the years I know a lot of their docks have moved because of the ice and this and that. They have repositioned them over and over again.

Frederick McIntyre: Well, my dock has not moved. Somebody repaired my dock this year because it was tipped.

Joey Cull: Okay.

Frederick McIntyre: But it hasn't moved off the end of it was still locked in. So, that has not changed. It is just a matter, is this accurate or not?

Vicki Garza: So, you are asking if the survey is accurate?

Frederick McIntyre: Is what they represent as the docks for Smith Boys is accurately drawn because if it is then it is going to be an obstruction for me to get into my dock. When I measured off 25 feet from that line my dock is further down so it may not be an issue, but the way it is drawn is an issue.

Vicki Garza: I know Anthony Venezia I do not know how many years he has been doing it, but long time, right?

Joey Cull: I am thinking if I run a tape measure from point a to point b where that appendage is supposed to be and if there is plenty enough room right there then everything should be AOK. He doesn't know if the distance is accurate.

Vicki Garza: We have a floating dock right now. When we first put that in Wayne Faatz was the manager of Jensen Marine at the time and we had a long discussion about what would be the best place for that so that it wouldn't bother their docks. He agreed and we moved it over to a place where he said it would not bother their docks and this is in the same location.

Frederick McIntyre: You are further closer though because of where you are going to park your boat you have moved yourself closer to that.

Vicki Garza: We were 23 feet, I think. Right, so that is 27 feet.

Frederick McIntyre: My boat is 24 foot long so when I back out of that dock that does not give me a lot of room or a lot of room to get in.

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Vicki Garza: Our boat is 16 feet, and I think a number of boats over there are smaller so maybe they can switch your dock out with one of the boats that is smaller. We actually owned a 24 foot pontoon so we know what it is like to drive one of those. It is big. Ours is pretty small at 16. I know that there are several that are that small at the marina. Maybe it is a matter of moving the boats around.

Frederick McIntyre: If you could just clarify where my dock is in relation to your dock that is what we need to know.

Vicki Garza: Yeah! Be happy to do that.

Frederick McIntyre: Otherwise maybe we could move your dock a little bit over where the broken wall is.

Sam Seymour: Will the marina have a problem with Anthony to walk on it?

Frederick McIntyre: No, I went out with a tape measure and measured out 25 feet because it says 25 feet and I wanted to see where that was. It is not even close to my dock. It shows my dock in the middle of theirs and that does not make sense.

Diane Graham: I have learned that survey measurements are different from tape measurements.

Sam Seymour: Yeah. That is what the clarification is. The drawing appears skewed somehow.

Vicki Garza: The survey itself. Yes, you are asking if Anthony would clarify.

Sam Seymour: Yes.

Frederick McIntyre: To make sure there is clearance for that dock.

Chairman Bowen: To do a site plan for a dock what Anthony is required to do is establish these facility lines.

Vicki Garza: He did.

Chairman Bowen: That is a calculation that involves going to the other end of Smith Brothers to that point and to the other end.

Vicki Garza: He did that.

Chairman Bowen: His job wasn't necessarily to accurately portray the Smith Brothers docks that are outline here in brown. I am guessing maybe he will tell us otherwise, but I am guessing that this is just in there as representative and not surveyor accurate.

Vicki Garza: Probably.

Chairman Bowen: The facility lines are no doubt accurate, but the depiction of that dock system is probably not. If he could clarify that, measure and come back to us with some measurements as to the distance between that northern appendage and the southern border of those actual docks that are there so

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that we can decide whether or not this is going to be navigable which is what this whole uniform docking and mooring laws supposed to achieve and maybe not achieving it here. The solutions will be, as you might suggest, maybe swapping out Mr. McIntyre's boat for a smaller boat to a different slip or you probably do not want to walk to the end of the dock.

Frederick McIntyre: Right now, they do not have any docks available.

Chairman Bowen: You have some room Paco, is it?

Vicki Garza: Yes.

Chairman Bowen: He indicated there is a possibility of moving your docks out because you have potentially another eight feet to with to remain in the southern setback.

Vicki Garza: It would really look odd and doesn't really work with our view. We put this in an optimum spot for us. I will say we have really bent over backwards to make the marina happy over the last 24 years. We have been good neighbors, and they have been good neighbors. I think we can work it out. I have no doubt. We do not want anything that they wouldn't want. I am sure that they would want us to be happy as well. We have been there a long time.

Frederick McIntyre: Can I ask two other questions?

Vicki Garza: Yes.

Frederick McIntyre: When you do the break wall repair is that going the lakeside or from the land side.

Joes Cull: The land side. We are not going to be touching anything lake wards basically. There is existing patio pavers. We are going to take those out, then we dig behind the wall an average bucket width lets call it two feet then I straighten the wall. Then I install new tiebacks which are using a four or six-inch h-beam that I connect the original wall with a $\frac{3}{4}$ all thread with nuts and washers on each side. That is a steel wall. It is going to be easy to drill a hole through it in order to get a decent tieback in there. Then we will put a wafer paver behind it. Load it with pea gravel like a washed stone then we actually wrap the stone like a burrito then we put our crusher run for our foundation for the patio paver patio again and then reinstall the pavers.

Frederick McIntyre: When you come in to put the pilings in for the dock itself, how long is that going to take?

Joey Cull: On average, we are about anywhere between 35 to 60 feet over there. A dock usually goes pretty quick. I would say within two weeks weather permitting the dock should be completed.

Frederick McIntyre: Will that block up that area for a couple of weeks? In other words, do you have a big barge that you put in there.

Joey Cull: My barge is twelve feet wide and 34 feet long. It is an oversized pontoon boat.

Frederick McIntyre: So, it is not going to really block too much in there while you are working?

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Joey Cull: No. We start with the main dock, and we build the finger on the side afterwards. The finger is going to consist of six piles. They usually do not have to turn a hammer on until it hits the bedrock or whatever is at the bottom. They usually settle with the weight of the hammer. As far as blocking the boats, you are talking about getting in and out, that should be a very fast process.

Frederick McIntyre: Okay.

Vicki Garza: We actually had the seawall built once already with Bristol Builders back I think in 2010 and unfortunately the dead man gave way. We are losing it quickly actually. Last year was brutal on it. That is why we really need to get done this summer if we can before the winter.

Chairman Bowen: Anybody else have any questions or comments? Diane, what is the due date for getting this on July 15?

Diane Graham: June 30th.

Chairman Bowen: Today is the 17th so do you think you can talk to Smith Brothers and Anthony and get that clarified before the 30th and then get that information back to Diane and provide us maybe the measurements on the site plan so that we can see that is going to be navigable.

Vicki Garza: Okay. When you say the site plans are you talking about our site plan or are you talking about the survey?

Chairman Bowen: The survey.

Joey Cull: I have a smaller version of this one. I have four different spots for measurements that we can get. That should be plenty. I feel.

Chairman Bowen: If Smith Brothers says we will just swap out slips or whatever.

Frederick McIntyre: I do not know where they are going to put me though.

Diane Graham: Maybe they will swap you out with somebody else. I do not know.

Frederick McIntyre: As he said I am pretty safe going in and out of there, so I do not know if you want somebody else going in and out of there?

Vicki Garza: Believe me we have some boats like that.

Chairman Bowen: Okay. With that caution I tentatively note that the application is incomplete until we get that information and we will tentatively put it on for final review and public hearing July 15th. If we can get that aspect cleared away, we will know whether or not you are for that date or not. Okay?

Vicki Garza: Okay. Great.

Pack Garza: Does that include fixing the wall?

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Chairman Bowen: No. The wall is a DEC permit you have approval for that. I am happy that you are getting that done.

Diane Graham: This is what they are approving.

Vicki Garza: The survey. Okay.

Chairman Bowen: We need to make sure that boats can get in and out of there safely because we do not want your dock ruined once its built.

Vicki Garza: Yeah. That would be good.

Chairman Bowen: Or boats damaged.

Vicki Garza: Is this your copy?

Diane Graham: Yes.

Vicki Garza: Can he keep it or do you need that?

Diane Graham: I am going to get a new one so you can.

Joey Cull: It is just Carole who lives at her house in Buffalo, so it is little hard for me to get stuff.

Diane Graham: That is fine. I noted that he forgot to put the revised date on the original plan and so I was comparing them. Which one is the latter one and that is why those dates are important, which one was the first revision and the second revision.

Vicki Garza: So, you want us to date it or put ABC?

Diane Graham: No. The one he is submitting the date. If that is the one, then date it. He has been making changes since then so I presume it will be the third revision. Thank you.

Vicki Garza: Thank you very much.

Frederick McIntyre: Thank you.

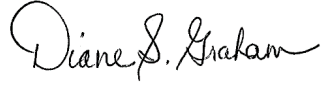
Other

There was a discussion about dark sky lighting ordinance. The Board agreed to move forward to continue researching and members were encouraged to compile additional examples. Board chairman to reach out to local observatory for input.

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Being no further business, David Bowen moved to adjourn the meeting. Sam Seymour seconded the motion. The motion was unanimously adopted, and the meeting was adjourned at 7:25 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Diane S. Graham".

Diane Scholtz Graham
Board Assistant