

ONTARIO COUNTY PLANNING BOARD COORDINATED REVIEW COMMITTEE MEETING

Tuesday, December 10, 2024, Time: 3:30 PM
20 Ontario St., Room 229, Canandaigua, NY 14424

Ontario County Planning Board
Wednesday, September 10, 2024, at 7:00 pm

1. Call to Order

- a Assistant Chair Steve High

2. Roll Call

- a Kyle Ritts / Linda Phillips

3. New Business:

4. City Geneva

- a 2024- 224-2024 (CLASS 2) Map Amendment to the City of Geneva's Zoning Map to extend
3264 the boundaries of the CB-5 (Central Business - 5 Story) Zone to include additional
properties within Downtown.

Municipality:	City Geneva
Referring Board:	City Council
Applicant:	City of Geneva, City Council
Application Type:	Map Amendment
Class:	Class 2
Property Tax ID:	n/a
Property Address:	n/a

5. Town of Canadice

- a 2024- 225-2024 (CLASS 1) Site Plan to construct a 1,492 SF attached bunkhouse addition and
3258 site improvements - at 6455 CR36 (FLCC - Muller Station) in the Town of Canadice.

Municipality:	Town of Canadice
Referring Board:	Planning Board
Applicant:	FLCC Foundation
Application Type:	Site Plan
Class:	Class 1
Property Tax ID:	182.00-1-14.100
Property Address:	6455 County Road 36

6. Town of Canandaigua

- a 2024- 237-2024 (EXEMPT) Site Plan (seeking retroactive approval) associated with the
3311 placement of stone, a catch basin, and a culvert in an existing (non-regulated) drainage
way - at 5041 CR16 in the Town of Canandaigua.

		Municipality: Town of Canandaigua Referring Board: Planning Board Applicant: Paul Messina (PEJA Partners LLC) Application Type: Site Plan Class: Exempt Property Tax ID: 154.09-1-7.110 Property Address: 5041 County Road 16
b	2024-3313	238-2024 (AR1) Special Use Permit to construct a (roughly) 25 ft. wall sign on an existing building - at 1947 SR332 in the Town of Canandaigua.
		Municipality: Town of Canandaigua Referring Board: Planning Board Applicant: Ian MacDonald Application Type: Special Use Permit Class: AR1 Property Tax ID: 56.00-1-13.210 Property Address: 1947 State Route 332
c	2024-3314	239-2024 (CLASS 2) Local Law - an addition to Town Code (Chapter 77) relating to the maintenance of fire alarm systems located within the Town of Canandaigua.
		Municipality: Town of Canandaigua Referring Board: Town Board Applicant: Town of Canandaigua, Town Board Application Type: Text Amendment Class: Class 2 Property Tax ID: n/a Property Address: n/a
d	2024-3315	240-2024 (CLASS 2) Local Law - repeal and replacement of Municipal Code (Chapter 88) of the Town of Canandaigua, which provides regulations for the removal and repair of unsafe buildings. The proposed Local Law expands the policy and procedures for resolution of vacant buildings and property neglect issues.
		Municipality: Town of Canandaigua Referring Board: Town Board Applicant: Town of Canandaigua, Town Board Application Type: Text Amendment Class: Class 2 Property Tax ID: n/a Property Address: n/a

7. Town of Farmington

a	2024-3316	241-2024 (CLASS 2) Map Amendment to rezone 2.6-acres of a 9.7-acre parcel from RMF (Residential Multi-Family) to GB (General Business), making the entire parcel
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zoned GB. Project is located at 6200 SR96 (Meyer's RV Superstore), at the northeast corner of the SR96/Mertensia Rd. intersection in the Town of Farmington.

Municipality: Town of Farmington
Referring Board: Town Board
Applicant: Mark D. Meyer
Application Type: Map Amendment
Class: Class 2
Property Tax ID: 29.00-1-70.110
Property Address: 6200 State Route 96

8. Town of Gorham

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- a 2024- **226-2024 (EXEMPT)** Subdivision of a 0.50-acre parcel into two parcels (Parcel 1: 0.22-
3178 acres, Parcel 2: 0.28-acres) - at 4260 SR364 in the Town of Gorham.

Municipality: Town of Gorham
Referring Board: Planning Board
Applicant: Thomas Smith
Application Type: Subdivision
Class: Exempt
Property Tax ID: 127.11-1-33.000
Property Address: 4260 State Route 364

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- b 2024- **227.0-2024 (CLASS 1)** Subdivision (of a 2.52-acre parent parcel into two parcels) and
3185 Area variances for: (1) Parcel 1 having a lot area of 0.66-acres and (2) Parcel 2 having a
lot area of 1.86-acres when a minimum of 2.0-acres is required, and for Parcel 2 to have a
lot depth of 172 ft. when a minimum of 200 ft. is required. Project is at 3932 CR17,
located at the northwest corner of Depew Rd. and CR17 in the Town of Gorham.

Municipality: Town of Gorham
Referring Board: Zoning Board of Appeals
Applicant: Mark's Engineering
Application Type: Area Variance
Class: Class 1
Property Tax ID: 115.00-1-24.111
Property Address: 3932 County Road 17, Canandaigua, NY
14424

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- 1 2024- **227.1-2024 (AR1)** Subdivision (of a 2.52-acre parent parcel into two parcels) and Area
3324 variances for: (1) Parcel 1 having a lot area of 0.66-acres and (2) Parcel 2 having a lot
area of 1.86-acres when a minimum of 2.0-acres is required, and for Parcel 2 to have a
lot depth of 172 ft. when a minimum of 200 ft. is required. Project is at 3932 CR17,
located at the northwest corner of Depew Rd. and CR17 in the Town of Gorham.

Municipality: Town of Gorham
Referring Board: Planning Board
Applicant: Mark's Engineering
Application Type: Subdivision

Class: AR1
Property Tax ID: 115.00-1-24.111
Property Address: 3932 County Road 17, Canandaigua, NY 14424

- c 2024- **228-2024 (CLASS 1)** Site Plan for the construction of a new dry goods store (farmer's
3259 market, ag & craft supplies) with a parking lot and loading dock, and additional site
improvements (grading, drainage, utilities) - at 3090 CR18 in the Town of Gorham.

Municipality: Town of Gorham
Referring Board: Planning Board
Applicant: Nelson Nolt
Application Type: Site Plan
Class: Class 1
Property Tax ID: 143.00-1-8.120
Property Address: 3090 County Road 18

9. Town of Hopewell

- a 2024- **229-2024 (CLASS 1)** Area Variance for a front setback of 31.1 ft. when 100 ft. is
3291 required, for the construction of a new 5,760 SF building with gravel parking
(contractor's yard) - at 4125 SR5&20 in the Town of Hopewell.

Municipality: Town of Hopewell
Referring Board: Zoning Board of Appeals
Applicant: NACL Properties, LLC
Application Type: Area Variance
Class: Class 1
Property Tax ID: 99.00-1-26.000
Property Address: 4125 State Route 5&20

10. Town of Manchester

- a 2024- **230-2024 (EXEMPT)** Subdivision of an 83.2-acre parent parcel into two separate parcels
3212 (Parcel 1 - 65.7-acres, Parcel 2 - 17.6-acres) - at 3456 Hopewell Townline Rd., on the
north side of the T. Hopewell / T. Manchester municipal boundary, in the Town of
Manchester.

Municipality: Town of Manchester
Referring Board: Planning Board
Applicant: Gary Vogal
Application Type: Subdivision
Class: Exempt
Property Tax ID: 45.00-1-54.110
Property Address: 3456 Manchester Hopewell Townline Road

- b 2024- **231.0-2024 (CLASS 1)** Special Use Permit and Site Plan to construct and operate a 125
3213 ft. (+4 ft. lightning rod) monopole telecommunications tower and associated

improvements - on a parcel (TM# 44.00-1-23.112) located on the south side of Shortsville Rd. in the Town of Manchester.

Municipality: Town of Manchester
Referring Board: Planning Board
Applicant: Bell Atlantic Mobile System
Application Type: Special Use Permit
Class: Class 1
Property Tax ID: 44.00-1-23.112
Property Address: 0000 Shortsville Road

- 1 2024- **231.1-2024 (CLASS 1)** Special Use Permit and Site Plan to construct and operate a
3214 125 ft. (+4 ft. lightning rod) monopole telecommunications tower and associated
improvements - on a parcel (TM# 44.00-1-23.112) located on the south side of
Shortsville Rd. in the Town of Manchester.

Municipality: Town of Manchester
Referring Board: Planning Board
Applicant: Bell Atlantic Mobile System
Application Type: Site Plan
Class: Class 1
Property Tax ID: 44.00-1-23.112
Property Address: 0000 Shortsville Road

11. Town of Naples

- a 2024- **232-2024 (CLASS 1)** Area Variance for a 21 SF illuminated ground sign when code
3111 allows for no greater than 4 SF - at 8833 SR53 (Naples Bible Church) in the Town of
Naples.

Municipality: Town of Naples
Referring Board: Zoning Board of Appeals
Applicant: Naples Bible Church
Application Type: Area Variance
Class: Class 1
Property Tax ID: 204.00-1-74.200
Property Address: 8833 State Route 53

12. Town of Richmond

- a 2024- **233-2024 (AR2)** Area Variance to replace a deck with a 1.6 ft. south side setback when a
3176 minimum of 5 ft. is required by code - at 5201 CR36 in the Town of Richmond.

Municipality: Town of Richmond
Referring Board: Zoning Board of Appeals
Applicant: Mack of all Trades
Application Type: Area Variance
Class: AR2

Property Tax ID: 149.15-1-15.100
Property Address: 5201 County Road 36

- b 2024- **234-2024 (EXEMPT)** Subdivision of a 62.8-acre parcel into two parcels (Parcel 1: 60.8-
3177 acres, Parcel 2: 2.0-acres) - 4876 Purcell Road in the Town of Richmond.

Municipality: Town of Richmond
Referring Board: Planning Board
Applicant: Jeff Orman
Application Type: Subdivision
Class: Exempt
Property Tax ID: 134-00-1-26.211
Property Address: 4876 Purcell Road

13. Town of Victor

- a 2024- **235.0-2024 (CLASS 2)** Local Law to amend and/or repeal Chapter 103 (Energy
3104 Systems) of the Victor Town Code and amend Chapter 211 (Zoning) of the Victor Town
Code to regulate the development and placement of solar photovoltaic systems and
facilities within the Town.

Municipality: Town of Victor
Referring Board: Town Board
Applicant: Town of Victor, Town Board
Application Type: Text Amendment
Class: Class 2
Property Tax ID: n/a
Property Address: n/a

- 1 2024- **235.1-2024 (CLASS 2)** Map Amendment to establish an overlay zoning district in
3374 which large-scale solar facilities may be permitted.

Municipality: Town of Victor
Referring Board: Town Board
Applicant: Town of Victor, Town Board
Application Type: Map Amendment
Class: Class 2
Property Tax ID: n/a
Property Address: n/a

14. Village of Phelps

- a 2024- **236-2024 (CLASS 2)** Local Law for the Village of Phelps - adding a new definition and
3310 regulations for "accessory dwelling units", and to amend the Schedule of Regulations to
add accessory dwelling units as a permitted use in additional zoning districts. The
proposed Local Law also includes an amendment to the Schedule of Regulations to add
"Retail" as a new permitted special use (along with the corresponding dimensional
requirements).

Municipality: Village of Phelps

Referring Board:	Village Board
Applicant:	Village of Phelps, Village Board
Application Type:	Local Law
Class:	Class 2
Property Tax ID:	n/a
Property Address:	n/a

15. Privilege of the Floor

- a [link to e bloomfield walkability survey](#)

16. Upcoming Training

- a An updated list of training opportunities can be found at: <https://www.ontariocountyny.gov/192/Training>

NYS Department of State, Division of Local Government Services webinars

- Monday December 9, 2024 from 6 to 8 pm Farmland Protection and Agricultural Viability
- <https://meetny-gov.webex.com/meetny-gov/k2/j.php?MTID=t01c9de1c064cfd7f311dcdba65b01ed0>
- Monday December 16, 2024 from 6 to 8 pm Floodplain Regulations for Local Review Boards
- <https://meetny-gov.webex.com/meetny-gov/k2/j.php?MTID=t72f2375604ba303153930fd22c674451>
- Monday January 6, 2025 from 6 to 8 pm Planning Board Overview
- <https://meetny-gov.webex.com/meetny-gov/k2/j.php?MTID=t18bc172fc03bbc7bb5df698795f8be88>
- Monday January 13, 2025 from 6 to 8 pm Zoning board of Appeals Overview
- <https://meetny-gov.webex.com/meetny-gov/k2/j.php?MTID=t6ab68bdf30b5bd616988227a9fbced33>

Hancock Estabrook Municipal Bootcamp, SESSION 10: Santa's and Nice and Naughty List – the best and worst of 2024

Registration link, <https://www.hancocklaw.com/events/2024-municipal-bootcamp-trainings/>
 - Thursday, December 19, 2024 – 6:00 PM – 7:00 PM; (Remote)

NYS DOS Local Government Training Schedule <https://dos.ny.gov/training-assistance>

Includes links to YouTube recordings of NYSDOS Planning Board, Zoning Board of Appeals, and SERQ basics trainings

(CERTIFICATE OF COMPLETION NOT PROVIDED)

NYSDOS On-Demand Training https://dos.ny.gov/training-courses?f%5B0%5D=filter_term%3A2236

- Use link to access recorded webinars including Introductory courses on Planning and Zoning Boards.

The courses are 1-2 hours each.

You may choose to complete a final quiz on each topic. Print the quiz to provide documentation of course completion.

You may need to disable your browser's pop-up blocker to access links in the training.

The NY Planning Federation offers virtual and recorded webinars for members:

- Call or e-mail with membership number or to pay and participate as a non-member. 518-512-5270 or email nypf@nypf.org

The NY Conference of Mayors also offers virtual and recorded webinars for member villages and cities:

- <https://www.nycom.org/training/webinars>