

ONTARIO COUNTY PLANNING BOARD

Wednesday, September 10, 2025, Time: 7:00 PM

1. Call to Order

- a Chair Paul Passavant - Meeting - Call to order

2. Roll Call

- a Erin Holley - Roll Call

3. Approval of Minutes:

- a Paul Passavant / Linda Phillips - Minutes - August 13, 2025

4. New Business:

5. Town of Canandaigua

- a 2025-2812 **141-2025 (Class 2)** The Town Board is considering the adoption of the following revised maps that will be appended to their respective planning documents: Strategic Farmland Protection Area Map, Preserved Land Map, and the Public and Protected Land Map; plus the adoption of a new map titled Conservation Resources by Parcel.

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

- b 2025-2813 **142.0-2025 (Class 1)** Site Plan and Area Variance for the construction of a single-family home and associated improvements on a vacant parcel. Tax map # 112.02-4-25.050. An area variance is required for a 47.1 ft. setback from a watercourse when a minimum of 100 ft. is required.

Municipality:	Town of Canandaigua
Referring Board:	Zoning Board of Appeals
Application Type:	Area Variance
Class:	Class 1
Property Tax ID:	112.02-4-25.050
Property Address:	0000 Middle Cheshire Road

- 1 2025-2814 **142.1-2025 (Exempt)** Site Plan and Area Variance for the construction of a single-family home and associated improvements on a vacant parcel. Tax map # 112.02-4-25.050. An area variance is required for a 47.1 ft. setback from a watercourse when a minimum of 100 ft. is required.

Municipality:	Town of Canandaigua
----------------------	---------------------

Referring Board:	Planning Board
Application Type:	Site Plan
Class:	Exempt
Property Tax ID:	112.02-4-25.050
Property Address:	0000 Middle Cheshire Road

- c 2025-2815 **143.0-2025 (AR2)** Area Variances (3) and Site Plan for the tear-down and rebuild of a single-family home in the RLD. Requesting a front setback variance of 25.2' when 29.8' is proposed and 55' is required. Requesting a side setback of 5' when 5' is proposed and 10' is required. Requesting lot coverage variance of 9.1% when 39.1% is proposed and 30% is required. The project is located at 3904 CO RD 16.

Municipality:	Town of Canandaigua
Referring Board:	Zoning Board of Appeals
Application Type:	Area Variance
Class:	AR2
Property Tax ID:	113.13-1-9.000
Property Address:	3904 CO RD 16

- 1 2025-2816 **143.1-2025 (Exempt)** Area Variances (3) and Site Plan for the tear-down and rebuild of a single-family home in the RLD. Requesting a front setback variance of 25.2' when 29.8' is proposed and 55' is required. Requesting a side setback of 5' when 5' is proposed and 10' is required. Requesting lot coverage variance of 9.1% when 39.1% is proposed and 30% is required. The project is located at 3904 CO RD 16.

Municipality:	Town of Canandaigua
Referring Board:	Planning Board
Application Type:	Site Plan
Class:	Exempt
Property Tax ID:	113.13-1-9.000
Property Address:	3904 CO RD 16

- d 2025-2817 **144.0-2025 (Class 1)** Area Variances and Subdivision of a 24-acre parent parcel into three lots: Lot 1 is proposed at 22-acres and Lots 2 and 3 each proposed at 1-acre. The property is located at 2314 Brickyard Road. Area variances are for: (1) Lots 2 and 3 require a 50 ft variance for lot width, where 200 ft is required, and 150 ft is proposed, and (2) Lots 2 and 3 require a 1-acre variance for lot area, where 2-acres are required and 1-acre is proposed.

Municipality:	Town of Canandaigua
Referring Board:	Zoning Board of Appeals
Application Type:	Area Variance
Class:	Class 1
Property Tax ID:	69.00-1-10.111

Property Address: 2314 Brickyard Road

- 1 2025-2818 **144.1-2025 (AR1)** Area Variances and Subdivision of a 24-acre parent parcel into three lots: Lot 1 is proposed at 22-acres and Lots 2 and 3 each proposed at 1-acre. The property is located at 2314 Brickyard Road. Area variances are for: (1) Lots 2 and 3 require a 50 ft variance for lot width, where 200 ft is required, and 150 ft is proposed, and (2) Lots 2 and 3 require a 1-acre variance for lot area, where 2-acres are required, and 1 acre is proposed.

Municipality: Town of Canandaigua
Referring Board: Planning Board
Application Type: Subdivision
Class: AR1
Property Tax ID: 69.00-1-10.111
Property Address: 2314 Brickyard Road

- e 2025-2819 **145-2025 (Class 1)** Special use permit to allow the installation of a ground-mounted Tier 1, 33.92 kWAC (24.58 kW peak) solar array as an accessory structure in the side yard of a residential parcel in the AR-2 zoning district at 4410 Middle Cheshire Rd.

Municipality: Town of Canandaigua
Referring Board: Planning Board
Application Type: Special Use Permit
Class: Class 1
Property Tax ID: 126.00-1-56.110
Property Address: 4410 Middle Cheshire Rd.

6. Town of East Bloomfield

- a 2025-2820 **146-2025 (Class 2)** New text to be added to all district regulations regarding rural home occupations involving storage of materials or equipment for off-site work.

Municipality: Town of East Bloomfield
Referring Board: Planning Board
Application Type: Text Amendment
Class: Class 2
Property Tax ID: n/a
Property Address: n/a

7. Town of Farmington

- a 2025-2821 **147-2025 (Class 1)** Final Site Plan Amendment application for the construction of a 2,312-square-foot pole barn on a portion of Cobblestone Arts Center property at 1622 State Route 332.

Municipality: Town of Farmington

Referring Board:	Planning Board
Application Type:	Site Plan
Class:	Class 1
Property Tax ID:	41.00-1-38.100
Property Address:	1622 State Route 332

8. Town of Geneva

- | | | |
|---|-----------|--|
| a | 2025-2822 | 148-2025 (Class 2) Town of Geneva Comprehensive Plan. The 2025 Comprehensive Plan Update for the Town of Geneva builds upon the foundation laid by the 2015 plan. This update is not a replacement but a strategic enhancement that reflects a decade of progress and addresses emerging challenges and opportunities. The plan incorporates updated data, community input, and a renewed vision to guide land use, development, infrastructure, and policy decisions for the next ten years. |
|---|-----------|--|

Municipality:	Town of Geneva
Referring Board:	Town Board
Application Type:	Comprehensive Plan
Class:	Class 2
Property Tax ID:	n/a
Property Address:	n/a

- | | | |
|---|-----------|--|
| b | 2025-2823 | 149-2025 (AR2) Area Variance for a side setback (200 SF deck) of 6.5 feet when the requirement is 12.5 feet. The project is located at 4683 Whites Point. |
|---|-----------|--|

Municipality:	Town of Geneva
Referring Board:	Zoning Board of Appeals
Application Type:	Area Variance
Class:	AR2
Property Tax ID:	147.51-1-5.000
Property Address:	4683 Whites Point

9. Town of Gorham

- | | | |
|---|-----------|--|
| a | 2025-2824 | 150-2025 (AR2) Area Variance requests for lot coverage, side setbacks, front setback and rear setback. The applicant will demo the existing house to construct a new single-family residence. The property is located at 5028 Co Rd 11. |
|---|-----------|--|

Municipality:	Town of Gorham
Referring Board:	Zoning Board of Appeals
Application Type:	Area Variance
Class:	AR2
Property Tax ID:	154.08-1-5.000
Property Address:	5028 Co Rd 11

- | | | |
|---|-----------|---|
| b | 2025-2825 | 151.0-2025 (Class 1) Area Variance requests for lot coverage, height and side setback. The applicant will demo the existing cottage and garage to construct a new single-family residence with an attached garage. The property is located at 5018 Co Rd 11. This referral is just in regard to the height variance. |
|---|-----------|---|

Municipality:	Town of Gorham
Referring Board:	Zoning Board of Appeals
Application Type:	Area Variance
Class:	Class 1
Property Tax ID:	154.08-1-2.000
Property Address:	5018 Co Rd 11

- 1 2025-2826 **151.1-2025 (AR2)** Area Variance requests for lot coverage, height and side setback. The applicant will demo the existing cottage and garage to construct a new single-family residence with an attached garage. The property is located at 5018 Co Rd 11. This referral is in regard to the lot coverage & side setback variance.

Municipality:	Town of Gorham
Referring Board:	Zoning Board of Appeals
Application Type:	Area Variance
Class:	AR 2
Property Tax ID:	154.08-1-2.000
Property Address:	5018 Co Rd 11

- c 2025-2827 **152-2025 (AR1)** Subdivision of a 16.6-acre parcel into three lots (Lot 1– 8.4-acres; Lot 2– 4.4-acres; Lot 3– 3.8-acres) — at 4194 County Road 18.

Municipality:	Town of Gorham
Referring Board:	Planning Board
Application Type:	Subdivision
Class:	AR 1
Property Tax ID:	113.00-1-6.000
Property Address:	4194 County Road 18

10. Town of Richmond

- a 2025-2828 **156-2025 (Class 1 / Late Referral)** Site Plan to construct a 3,456 SF pole barn on a currently vacant parcel at 4971 East Lake Road.

Municipality:	Town of Richmond
Referring Board:	Planning Board
Application Type:	Site Plan
Class:	Class 1 (Late Referral)
Property Tax ID:	150.05-1-67.000
Property Address:	4971 East Lake Road

11. Town of South Bristol

- a 2025-2829 **153-2025 (Class 2)** Chapter 170 of Zoning various sections and Chapter 170-64: Recreational Vehicles to no longer allow temporary owner use of a recreational vehicle in the Lakefront Residential zoning districts and to fix typographic errors in the existing code.

Municipality:	Town of South Bristol
----------------------	-----------------------

Referring Board:	Town Board
Application Type:	Text Amendment
Class:	Class 2
Property Tax ID:	n/a
Property Address:	n/a

12. Town of Victor

- a 2025-2830 **154-2025 (Class 2)** High Point Business Park PDD Amendment to reduce the number of residential units by 39 units from 294 to 255 while shifting the mix from all 3-story apartment buildings to include 71 townhouses and 100 units in a 4-story apartment building in High Point Drive sections 1 and 2. Tax ID 1.07-1-4.100.

Municipality:	Town of Victor
Referring Board:	Town Board
Application Type:	Other
Class:	Class 2
Property Tax ID:	1.07-1-4.100
Property Address:	High Point Drive

- b 2025-2831 **155.0-2025 (AR2)** Chick-Fil-A, 7979 Pittsford Victor Rd is seeking multiple area variances to accommodate their proposed building accesses from the Eastview Mall Ring Road. The 6 proposed signs with 315 SF of sign area exceed the 128 SF on one sign allowed by zoning. The sign variances for the number and size of sign area are subject to Administrative Review policy 7A. The sign variance for reduced setback from SR 96 of 31' when 35' is required is not subject to Administrative Review Policy 7B. Other area variances are required for type of flag pole lighting and to allow accessory uses closer to SR 96 than the building, though at a lower elevation. The project also requires a sprinkler waiver for the drive-thru canopy.

Municipality:	Town of Victor
Referring Board:	Zoning Board of Appeals
Application Type:	Area Variance
Class:	AR2
Property Tax ID:	6.00-1-12.100
Property Address:	7979 Pittsford Victor Road

- 1 2025-2832 **155.1-2025 (Class 1)** Chick-Fil-A, 7979 Pittsford Victor Rd is seeking multiple area variances to accommodate their proposed building accesses from the Eastview Mall Ring Road. The 6 proposed signs with 315 SF of sign area exceed the 128 SF on one sign allowed by zoning. The sign variances for the number and size of sign area are subject to Administrative Review policy 7B. The sign variance for a reduced setback from SR 96 of 31' when 35' is required is not subject to Administrative Review Policy 7A. Other area variances are required for the type of flag pole lighting and to allow accessory uses closer to SR 96 than the building, though at a lower elevation. The project also requires a sprinkler waiver for the drive-thru canopy.

Municipality:	Town of Victor
Referring Board:	Zoning Board of Appeals
Application Type:	Area Variance

Class:	Class 1
Property Tax ID:	6.00-1-12.100
Property Address:	7979 Pittsford Victor Road

13. Privilege of the Floor

- a Erin and Linda/ Kyle — Training hours required and received in 2025 and mileage

14. Upcoming Trainings:

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

- Deploying Safe Lithium-ion Energy storage in your community - hosted by the new york state inter-agency fire safety working group (from may 7, 2025)

- Topics include: critical safety considerations, regulatory updates, best practices in the field, and recommendations for local actions. [See presentation slides](#)

NY Association of Towns Fall Planning & Zoning School

- Topics include open meeting's law, new wetland regulations, affordable housing, and siting of large-scale energy projects (Binghamton, Lake George, and East Aurora or Agritourism (Kingston only). You will need your town's membership credentials and then create a login username and password. [See link to register.](#)
 - Tuesday, September 2, 2025 from 8 am to 12 PM in Binghamton
 - Saturday, September 13, 2025 from 8 am to 12 PM in Lake George
 - Wednesday, October 1, 2025 from 8 am to 12 PM in East Aurora
 - Thursday, October 9, 2025 from 8 am to 12 PM in Kingston

MRB Group / Hancock Estabrook Municipal Bootcamp; [see link](#)

- SESSION 8: PUTTING THE HOME IN HOMETOWN – STRATEGIES FOR ATTRACTING HOUSING INVESTMENT TO YOUR COMMUNITY; Thursday, September 25, 2025 – 6:00 PM – 7:00 PM; (Remote)
- SESSION 9: SHORT, BUT NOT TOO SHORT – HOW SHORT-TERM RENTALS ARE CHANGING THE DEVELOPMENT AND REGULATORY LANDSCAPE; Thursday, October 23, 2025 – 6:00 PM – 7:00 PM; (Remote).
- SESSION 10: SANTA’S NAUGHTY and NICE LIST— THE BEST AND WORST OF 2025; Thursday, December 18, 2025 – 6:00 PM – 7:00 PM; (Remote) NYS DOS LOCAL GOVERNMENT TRAINING.

Monroe County Land Use Decision Making Training; [see link](#)

- Fall and Spring 4.5 hour sessions 4 to 8:30 pm, with dinner at Monroe County Community College in Henrietta for a \$50 fee.

Genesee Finger Lakes Regional Planning Council; [see link](#)

- Fall and Spring 5.5 hour full day sessions with continental breakfast and lunch for a fee of \$70. Spring in westside of region most recently Genesee Community College, Batavia. Fall

in eastside of region most recently Wayne-Finger Lakes BOCES in Newark. Next workshop Friday October 24, 2025 from 9 am to 4 pm at Wayne-Finger Lakes BOCES conference center in Newark.

NYS DOS Regional On-Site Trainings; [see link](#)

- State-wide schedule of NYS DOS on-site local government trainings. Typically updated August and November/December.

NYS DOS On-Line Interactive Courses; [see link](#)

- Includes links to on-line interactive courses.

NYS DOS Recorded Webinars; [see link](#)

- Use this link to access recorded webinars including Introductory courses on Planning and Zoning Boards. The courses are 1-2 hours each. You may chose 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.

New York Conference of Mayors trainings are free (If your municipality is a member); [see link](#)

- The NY Conference of Mayors also offers virtual and recorded webinars for member villages and cities.
- Recorded webinars include:
 - ACCESSING FEDERAL FUNDING FROM FEMA (recorded 7-29-20) | Speakers: Robert T. Kennedy, Mayor of the Village of Freeport and NYCOM President; J. Andrew Martin, CFM, Public Assistance Section Chief, NYS Division of Homeland Security and Emergency Services; Janet Plarr, Village Administrator, Village of Blasdell; and Donna Lyudmer, Village of Saltaire
 - ADOPTING LOCAL LAWS AND CONDUCTING REFERENDA (recorded 6-24-21) | Speaker: Rebecca Ruscito, NYCOM Counsel
 - ARPA FUNDING: OVERVIEW OF ALLOWABLE USES AND OTHER REQUIREMENTS (recorded 8-3-21) | Speakers: Peter Baynes, NYCOM Executive Director and Barbara VanEpps, NYCOM Deputy Executive Director
 - CELL TOWERS AND WIRELESS REGULATIONS AND A CASE LAW UPDATE (recorded 12-15-20) | Speakers: Wade Beltramo, NYCOM General Counsel and Rebecca Ruscito, NYCOM Counsel
 - CONDUCT MEETINGS NOW AND DOWN THE ROAD: NAVIGATING THE FUTURE OF MEETINGS AND HEARINGS AS COVID NUMBERS DROP (recorded 3-18-21) | Speakers: Wade Beltramo, NYCOM General Counsel; John Mancini, NYCOM Counsel and Rebecca Ruscito, NYCOM Counsel
 - ETHICS FOR ZBA AND PLANNING BOARD PROCEEDINGS (recorded 12-9-21) | Speaker: Wade Beltramo, NYCOM General Counsel
 - FAIR HOUSING CONSIDERATIONS FOR MUNICIPALITIES (recorded 12-16-21) | Speakers: Charles Grieco, Bond, Schoeneck & King; Moderator: Wade Beltramo, NYCOM General Counsel

- GRANTS TRAIN IS AT THE STATION: GET READY FOR THE RIDE AHEAD! (recorded 5-6-21) | Speaker: Jim Thatcher, Manager, Community Development, C.T. Male Associates
- LAWYERS AND ETHICS FOR ZBAS AND PLANNING BOARDS (recorded 12-10-20) | Speaker: Wade Beltramo, NYCOM General Counsel
- NEW YORK'S MARIJUANA LEGALIZATION: WHAT DOES IT MEAN FOR LOCAL GOVERNMENTS? (recorded 4-15-21) | Speakers: Wade Beltramo, NYCOM General Counsel; John Mancini, NYCOM Counsel; Rebecca Ruscito, NYCOM Counsel
- PLANNING AND ZONING HOT TOPICS AND CASE LAW UPDATE (recorded 12-14-21) | Speakers: Terry Rice, Partner, Law Office of Terry Rice; Moderator: Wade Beltramo, NYCOM General Counsel
- REGULATING CANNABIS OPERATIONS (recorded 12-7-21) | Speakers: Wade Beltramo, NYCOM General Counsel; Corey Auerbach, Barclay Damon, LLP
- SOLAR PANELS, LARGE SCALE ENERGY GENERATION SITING, AND LOCAL ZONING (recorded 12-17-20) | Speakers: Wade Beltramo, NYCOM General Counsel and Rebecca Ruscito, NYCOM Counsel

New York Planning Federation trainings are free(if your municipality is a member)

- Call or e-mail with membership number or to pay and participate as a non-member. 518-512-5270 or email nypf@nypf.org
- Recorded Webinars Include:
 - The Essentials of Planning and Zoning
 - Introduction to Planning, Zoning, and Land Use
 - Everything You've Ever Wanted to Know About Preparing a Comprehensive Plan
 - Understanding and Applying SEQRA (NY State Environmental Quality Review Act)
 - The What, Why, and How of Site Plan Review
 - Common Mistakes and Mishaps in Site Plan Review
 - Meeting Process and Communication
 - Enhancing Transparency Effectiveness in Planning Proceedings
 - Innovations and Best Practices for Planning/Zoning Boards
 - Engaging Diverse Communities and Dealing with Difficult People
 - Working with Elected Officials and Understanding Everyone's Role in Planning
 - The Open Meetings Law for Zoning and Planning Boards, Part II
 - Working with Developers to Foster Investment in the Community
 - Communication, the Media and Social Media
 - Open Government and Planning and Zoning Decision Making

15. Adjournment:

- a Meeting motion to adjourn