

ONTARIO COUNTY PLANNING BOARD

Wednesday, March 11, 2026, Time: 7:00 PM

Join from the meeting link

<https://ontariocountyny.webex.com/ontariocountyny/j.php?MTID=m932c7ca998a16e7be4a8ef8f87938b1b>

Join by meeting number

Meeting number (access code): 2343 871 0760

Meeting password: naMT52j8ZHe

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[+1-408-418-9388](tel:+14084189388),,23438710760## United States Toll

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 / Kyle Ritts - Minutes - February 11, 2026

4. Old Business:

- a PLEASE BE AWARE OF A RECENT SCAM THAT IS GOING AROUND. THERE ARE NO FEES FOR COUNTY PLANNING BOARD REVIEW. YOU SHOULD NEVER RECEIVE AN INVOICE FROM THE ONTARIO COUNTY PLANNING BOARD.

5. New Business:

6. Town of Bristol

- a 2026-904 **25-2026 (Exempt)** Subdivision of a 15.9-acre parent parcel into two parcels (Lot 1: 13.9-acres; Lot 2: 2.0-acres) — at 5260 State Route 64.

Municipality:	Town of Bristol
Referring Board:	Planning Board
Application Type:	Subdivision
Class:	Exempt
Property Tax ID:	152.00-1-67.100
Property Address:	5260 State Route 64

7. Town of Canandaigua

- a 2026-905 **26-2026 (Exempt)** Site plan to tear down/ rebuild a single-family dwelling with associated site improvements — at 4699 North Menteth Drive.

Municipality:	Town of Canandaigua
Referring Board:	Planning Board
Application Type:	Site Plan
Class:	Exempt
Property Tax ID:	140.11-1-16.000
Property Address:	4699 North Menteth Drive

b	2026-906	27-2026 (Exempt) Subdivision of a 36-acre parent parcel into two parcels (Lot 1: 33-acres; Lot 2: 3-acres) — at 4461 Bristol Cross Road. Municipality: Town of Canandaigua Referring Board: Planning Board Application Type: Subdivision Class: Exempt Property Tax ID: 125.00-1-33.110 Property Address: 4461 Bristol Cross Road
c	2026-907	28.0-2026 (Exempt) Area Variances (2) and Site Plan for the installation of a fence/entry gate at 4415 County Road 16. Area Variances are for: (1) a 7'4" tall front-yard fence height when no greater than 4' is permitted, and (2) a 7'6" tall side-yard fence height when no greater than 6' is permitted. 28.0-2026 is related to the area variance and 28.1-2026 is for the site plan. Municipality: Town of Canandaigua Referring Board: Zoning Board of Appeals Application Type: Area Variance Class: Exempt Property Tax ID: 126.16-2-3.320 Property Address: 4415 County Road 16
1	2026-908	28.1-2026 (Exempt). Area Variances (2) and Site Plan for the installation of a fence/entry gate at 4415 County Road 16. Area Variances are for: (1) a 7'4" tall front-yard fence height when no greater than 4' is permitted, and (2) a 7'6" tall side-yard fence height when no greater than 6' is permitted. 28.0-2026 is related to the area variance and 28.1-2026 is for the site plan. Municipality: Town of Canandaigua Referring Board: Planning Board Application Type: Site Plan Class: Exempt Property Tax ID: 126.16-2-3.320 Property Address: 4415 County Road 16
d	2026-909	29.0-2026 (Exempt). Area Variances (2) and Site Plan for the installation of a fence/entry gate at 4417 County Road 16. Area Variances are for: (1) a 7'4" tall front-yard fence height when no greater than 4' is permitted, and (2) a 7'6" tall side-yard fence height when no greater than 6' is permitted. 29.0-2026 is related to the area variance and 29.1-2026 is for the site plan. Municipality: Town of Canandaigua Referring Board: Zoning Board of Appeals

Application Type: Area Variance
Class: Exempt
Property Tax ID: 126.16-2-3.310
Property Address: 4417 County Road 16

- 1 2026-910 **29.1-2026 (Exempt)** Area Variances (2) and Site Plan for the installation of a fence/entry gate at 4417 County Road 16. Area Variances are for: (1) a 7'4" tall front-yard fence height when no greater than 4' is permitted, and (2) a 7'6" tall side-yard fence height when no greater than 6' is permitted. 29.0-2026 is related to the area variance and 29.1-2026 is for the site plan.

Municipality: Town of Canandaigua
Referring Board: Planning Board
Application Type: Site Plan
Class: Exempt
Property Tax ID: 126.16-2-3.310
Property Address: 4417 County Road 16

- e 2026-911 **30-2026 (Class 1)** Site Plan for a 165 SF addition and associated improvements to an existing home at 4785 County Road 16.

Municipality: Town of Canandaigua
Referring Board: Planning Board
Application Type: Site Plan
Class: Class 1
Property Tax ID: 140.14-1-15.110
Property Address: 4785 County Road 16

8. Town of Farmington

- a 2026-921 **31.0-2026 (Class 1)** Special Use Permit and Site Plan for the expansion of the existing use (Public Building: Fire Station) on the parcel, involving building renovations and a 12,830 SF addition — at 1225 Hook Road. 31.0-2026 is related to the special use permit and 31.1-2026 is for the site plan.

Municipality: Town of Farmington
Referring Board: Planning Board
Application Type: Special Use Permit
Class: Class 1
Property Tax ID: 29.11-1-68.100
Property Address: 1225 Hook Road

- 1 2026-912 **31.1-2026 (Class 1)** Special Use Permit and Site Plan for the expansion of the existing use (Public Building: Fire Station) on the parcel, involving building renovations and a 12,830 SF addition — at 1225 Hook Road. 31.0-2026 is related to the special use permit and 31.1-2026 is for the site plan.

Municipality:	Town of Farmington
Referring Board:	Planning Board
Application Type:	Site Plan
Class:	Class 1
Property Tax ID:	29.11-1-68.100
Property Address:	1225 Hook Road

- b 2026-922 **32.0-2026 (Class 1)** Area Variances (2) and Site Plan for: (1) a 4,320 SF accessory structure (detached garage) larger than the primary structure (home), and (2) a height of 25 ft. when no greater than 15 ft. is permitted - at 5540 Holtz Road. 32.0-2026 is related to the area variances and 32.1-2026 is for the site plan.

Municipality:	Town of Farmington
Referring Board:	Zoning Board of Appeals
Application Type:	Area Variance
Class:	Class 1
Property Tax ID:	9.03-1-6.400
Property Address:	5540 Holtz Road

- 1 2026-913 **32.1-2026 (Exempt)** Area Variances (2) and Site Plan for: (1) a 4,320 SF accessory structure (detached garage) larger than the primary structure (home), and (2) a height of 25 ft. when no greater than 15 ft. is permitted - at 5540 Holtz Road. 32.0-2026 is related to the area variances and 32.1-2026 is for the site plan.

Municipality:	Town of Farmington
Referring Board:	Planning Board
Application Type:	Site Plan
Class:	Exempt
Property Tax ID:	9.03-1-6.400
Property Address:	5540 Holtz Road

9. Town of Gorham

- a 2026-914 **33-2026 (Class 1)** Area variances (5) for the tear-down / rebuild of a single-family residence at 4422 County Road 1. Area variances are for: (1) a front setback of 19.4 ft when a minimum of 25 ft. is required, (2) a rear setback of 12.5 ft. when a minimum of 25 ft. is required, (3 & 4) side setbacks of 14 ft. (north) and 12 ft. (south) when a minimum of 15 ft. is required, and (5) lot coverage of 41.6% when a maximum of 30% is permitted.

Municipality:	Town of Gorham
Referring Board:	Zoning Board of Appeals
Application Type:	Area Variance
Class:	Class 1
Property Tax ID:	127.15-2-29.000
Property Address:	4422 County Road 1

- b 2026-915 **34-2026 (Class 1)** Area Variances (4) to allow for lot line adjustment shifting the shared southern parcel boundary between 4588 and 4590 Lake Drive 7 ft. to the south (1,499

SF). Area variances are for: (1 & 2) side setbacks for the existing homes (primary structures) at 4588 and 4590 Lake Drive, respectively, of 7.4 ft. and 13.1 ft. when a minimum of 15 ft. is required, (3) a side setback of 11.1 ft. for the existing detached garage (accessory structure) at 4590 Lake Drive when a minimum of 15 ft. is required, and (4) for lot coverage greater than the maximum permitted 25% for 4588 Lake Drive.

Municipality: Town of Gorham
Referring Board: Zoning Board of Appeals
Application Type: Area Variance
Class: Class 1
Property Tax ID: 141.07-1-27.000 & 141.07-1-28.100
Property Address: 4590 & 4588 Lake Drive

- c 2026-923 **35-2026 (Class 1)** Site Plan to construct a 9,600 SF pole barn at 0000 State Route 364.

Municipality: Town of Gorham
Referring Board: Planning Board
Application Type: Site Plan
Class: Class 1
Property Tax ID: 113.00-1-29.100
Property Address:

- d 2026-916 **36-2026 (Class 1)** Site Plan to construct a 60 ft. diameter by 12 ft. deep circular concrete manure storage structure to serve the farm on the property at 3335 County Road 18.

Municipality: Town of Gorham
Referring Board: Planning Board
Application Type: Site Plan
Class: Class 1
Property Tax ID: 129.00-1-23.120
Property Address: 3335 County Road 18

10. Town of Hopewell

- a 2026-917 **37-2026 (Class 1)** Site Plan to construct a 6,000 SF pole barn at 0000 Gehan Road.

Municipality: Town of Hopewell
Referring Board: Planning Board
Application Type: Site Plan
Class: Class 1
Property Tax ID: 100.00-1-38.200
Property Address: 0000 Gehan Road

- b 2026-927 **38-2026 (Class 1)** Special Use Permit for temporary event parking at 4335 County Road 50.

Municipality: Town of Hopewell

Referring Board:	Planning Board
Application Type:	Special Use Permit
Class:	Class 1
Property Tax ID:	99.00-1-6.000
Property Address:	4335 County Road 50

11. Town of Victor

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| a | 2026-924 | 39.0-2026 (Class 1) Special Use Permit and Site Plan to redevelop the former Lord & Taylor building into a Bass Pro Shop — at 700 Eastview Mall Drive. Modifications will be made to accommodate the entrances, sidewalks, landscaping, lighting and parking around the existing structure and a facade update to three sides of the building. 39.0-2026 is associated with the special use permit, and 39.1-2026 is for the site plan. |
|---|----------|--|

Municipality:	Town of Victor
Referring Board:	Planning Board
Application Type:	Special Use Permit
Class:	Class 1
Property Tax ID:	6.00-1-12.600
Property Address:	700 Eastview Mall Drive

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|---|----------|--|
| 1 | 2026-918 | 39.1-2026 (Class 1) Special Use Permit and Site Plan to redevelop the former Lord & Taylor building into a Bass Pro Shop at 700 Eastview Mall Drive. Modifications will be made to accommodate the entrances, sidewalks, landscaping, lighting and parking around the existing structure and a facade update to three sides of the building. 39.0-2026 is associated with the special use permit, and 39.1-2026 is for the site plan. |
|---|----------|--|

Municipality:	Town of Victor
Referring Board:	Planning Board
Application Type:	Site Plan
Class:	Class 1
Property Tax ID:	6.00-1-12.600
Property Address:	700 Eastview Mall Drive

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|---|----------|--|
| b | 2026-919 | 40-2026 (AR2) Seeking an area variance for one external wall-mounted backlit sign where the tenant (Capital One Café) space has no frontage and no exterior entrance — at 100-1020 Eastview Mall Drive. |
|---|----------|--|

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:	100-1020 Eastview Mall Drive

12. Town of West Bloomfield

a	2026-925	41-2026 (Class 2) Local Law establishing a six-month moratorium on large scale solar energy systems and large scale battery energy storage systems within the Town of West Bloomfield.												
		<table><tr><td>Municipality:</td><td>Town of West Bloomfield</td></tr><tr><td>Referring Board:</td><td>Town Board</td></tr><tr><td>Application Type:</td><td>Moratorium</td></tr><tr><td>Class:</td><td>Class 2</td></tr><tr><td>Property Tax ID:</td><td>N/A</td></tr><tr><td>Property Address:</td><td>N/A</td></tr></table>	Municipality:	Town of West Bloomfield	Referring Board:	Town Board	Application Type:	Moratorium	Class:	Class 2	Property Tax ID:	N/A	Property Address:	N/A
Municipality:	Town of West Bloomfield													
Referring Board:	Town Board													
Application Type:	Moratorium													
Class:	Class 2													
Property Tax ID:	N/A													
Property Address:	N/A													

13. Village of Naples

a	2026-926	42-2026 (Class 2) Text Amendment to Village Code section 385-9B General Regulations for Preservation of Natural Features in the Village of Naples.	
		Municipality:	Village of Naples
		Referring Board:	Village Board
		Application Type:	Text Amendment
		Class:	Class 2
		Property Tax ID:	N/A
		Property Address:	N/A

14. Privilege of the Floor

15. Upcoming Meetings and Important Dates

a	2026-900	The next Coordinated Review Committee meeting will be on April 7, 2026, at 20 Ontario St, Canandaigua 3:30 PM. The next Ontario County Planning Board meeting will be on April 8, 2026, at 74 Ontario St, Canandaigua 7:00 PM. Tentative training, Access Management Complete Streets, is scheduled for April 8 at 6PM Tentative training, Tom, is scheduled for June 10 at 6PM												
		<table><tr><td>Municipality:</td><td>Upcoming Meetings and Important Dates</td></tr><tr><td>Referring Board:</td><td></td></tr><tr><td>Application Type:</td><td>Other</td></tr><tr><td>Class:</td><td></td></tr><tr><td>Property Tax ID:</td><td></td></tr><tr><td>Property Address:</td><td></td></tr></table>	Municipality:	Upcoming Meetings and Important Dates	Referring Board:		Application Type:	Other	Class:		Property Tax ID:		Property Address:	
Municipality:	Upcoming Meetings and Important Dates													
Referring Board:														
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Class:														
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16. Upcoming Trainings:

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

Genesee / Finger Lakes Regional Planning Council Spring local government workshop

- [See link to register](#)
- May 28, 2026; 8:30 AM - 4:30 PM; Genesee Community College, 1 College Road, Batavia, NY

NYS DOS local government Training — Spring 2026

- [See link to register.](#)
- Click on / reference individual meeting dates within the link to register.
- **March 10, 2026; 6:00 PM - 8:00 PM;** Murray Hill Campus, Building 1 Auditorium, 1 Murray Hill Drive, Mount Morris, NY (Livingston County)
 - Hot Button Land Uses
- **March 19, 2026; 8:00 AM - 4:15 PM;** Marriott Syracuse Downtown, 100 E Onondaga Street, Syracuse, NY (Onondaga County)
 - Special Use Permits, Area Variances: a deep dive, Site Plan Review, County Referral
- **March 24, 2026; 4:00 PM - 8:00 PM;** Fulton Montgomery Community College RAO Theater, 2805 NY-67, Johnstown, NY (Fulton & Montgomery Counties)
 - Open Government in Planning & Zoning Decision-Making, State Environmental Quality Review Act (SEQRA) Basics, SEQR: The Short Environmental Assessment Form
- **April 20, 2026; 8:00 AM - 4:30 PM;** The Otesaga Hotel, 60 Lake Street, Cooperstown, NY (New York Planning Federation Annual Conference)
 - Revising Zoning
- **April 21, 2026; 7:30 AM - 4:15 PM;** Turning Stone Event Center, 5218 Patrick Road, Verona, NY (Tug Hill Commission Annual Conference)
 - Sign Regulations, Zoning Basics for Enforcement Officials and Board Members

Estabrook Municipal Bootcamp

- [See link to register](#)
- SESSION 3: Getting it Together — The Basics of Running a Meeting and the Open Meetings Law
 - **Thursday, March 26, 2026—6:00 PM - 7:00 PM; (Remote)**
- SESSION 4: Soaking Up The Sun — Solar and Battery Storage and the Local Review Process
 - **Thursday, April 23, 2026—6:00 PM - 7:00 PM; (Remote)**
- SESSION 5: Water, Water Everywhere — The Impact of Wetlands on Development
 - **Thursday, May 28, 2026—6:00 PM - 7:00 PM; (Remote)**
- SESSION 6: Zoning Board Basics — Roles of the Zoning Board in Community Development
 - **Thursday, June 25, 2026—6:00 PM - 7:00 PM; (Remote)**
- SESSION 7: Growing Intentionally — The Role of Local Leadership in Attracting Investment and Economic Development
 - **Thursday, July 23, 2026—6:00 PM - 7:00 PM; (Remote)**
- SESSION 8: A Storm is Brewing — How Development Review Addresses Stormwater Management and Water Quality
 - **Thursday, September 24, 2026—6:00 PM - 7:00 PM; (Remote)**
- SESSION 9: Funding Your Priorities — Developing and Managing Competitive Grant Applications

- **Thursday, October 22, 2026–6:00 PM - 7:00 PM; (Remote)**
- **SESSION 10: Santa's Naughty and Nice List — The Best and Worst of 2023**
- **Thursday, December 17, 2026–6:00 PM - 7:00 PM; (Remote)**

Deploying Safe Lithium-ion Energy Storage in your community — hosted by the New York State Interagency 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](#)

NYS DOS Regional on-site & Online interactive courses

- [See link](#)
- Includes a statewide schedule of NYS DOS on-site local government trainings.
- Includes links to online interactive courses and previously recorded webinars. Recorded webinars include:
 - Essentials for Planning and Zoning Board Staff
 - Zoning Board of Appeals Overview
 - Planning Board Overview
 - Zoning Basics for Enforcement Officials and Board Members
 - State Environmental Quality Review Act (SEQRA) Basics
 - Floodplain Regulation for Local Review Boards
 - Farmland Protection & Agricultural Viability

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 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.

New York Conference of Mayors training 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 and 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

17. Adjournment:

- a Meeting motion to adjourn