

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>

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This document will serve as both the draft minutes for the Ontario County Planning Board and as the Official Notice of Findings and Decision for the applications reviewed by the CPB. It can also be viewed at the Ontario County Planning Department Website www.ontariocountyny.gov/97/Planning

1. Call to Order

Chair Passavant called the Wednesday, March 11, 2026, Ontario County Planning Board meeting to order at 7:01 PM.

2. Roll Call

Upon roll call, the following members were:

Present:

Ruth Cahn
Dan Crowley
Lisa Grefrath
Stephen High
Thomas Kugris
Paul Lambiase
Ted Liddell
A.J. Magnan
Chris Mergler
Paul Passavant
Jamie Purdy
Leonard Wildman
Ryan Wilmer
Tammy Worden
Ben Wickham

Absent:

Jack Dailey

Excused:

Burch Craig, Ed Kaiser

Present (Voting): 15, Present (Not Voting): 0, Absent: 1, Excused: 2

Guests:

Rocco Pietropaolo (34-2026); Glenn Harvey (39.0-2026 & 39.1- 2026); Joe Trabold (31.0-2026 &

31.1-2026)

3. Approval of Minutes:

Tammy Worden motioned to approve the minutes of the February 11, 2026 County Planning Board meeting. The motion was seconded by Paul Lambiase. The motion passed.

4. Old Business:

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

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 152.00-1-67.100
Information
(Address & ID):

Description & Review Comments:

Exempt (See Exemption #11 of Appendix B of the OCPB Bylaws).

Attachments:

1. Aerial
2. Subdiv Plat
3. PB App
4. SEAF

7. Town of Canandaigua

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 Information (Address & ID):	140.11-1-16.000

Description & Review Comments:

Exempt (See Exemption #9 of Appendix B of the OCPB Bylaws).

Attachments:

1. Plan Set
2. Elevations_NS
3. Elevations_EW
4. PB App
5. SEAF

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 Information (Address & ID):	125.00-1-33.110

Description & Review Comments:

Exempt (See Exemption #11 of Appendix B of the OCPB Bylaws).

Attachments:

1. Subdiv Plat
2. PB App
3. SEAF
4. Ag Data Statement

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 Information (Address & ID): 126.16-2-3.320

Description & Review Comments:

Exempt (See Exemption #3 of Appendix B of the OCPB Bylaws).

Attachments:

1. Plan Set
2. Test Questions
3. Renderings
4. Deer Fence Information
5. Character of Neighborhood Photographs
6. PB App
7. ZBA App
8. SEAF
9. PB Letter
10. ZBA Letter
11. Shoreline Guidelines and Stormwater Statement
12. ZLD

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 Information (Address & ID): 126.16-2-3.320

Description & Review Comments:

Exempt (See Exemption #3 of Appendix B of the OCPB Bylaws).

Attachments:

None

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 126.16-2-3.310
Information
(Address & ID):

Description & Review Comments:

Exempt (See Exemption #3 of Appendix B of the OCPB Bylaws).

OCDPW Comments

1. OCDPW appreciates the removal of the stone gateway walls, as the removal of any stationary object within the ROW improves roadside safety.
2. The applicant is required to obtain a highway work permit for any proposed work within a County highway right-of-way (removal of stone "gateways") and shall pay all necessary fees & comply with all permit conditions and restrictions.
3. Our Highway Work Permit process has slightly changed, and instructions, including a link to our permit portal can be found on the Ontario County DPW website at <https://www.ontariocountyny.gov/830/Highway-Engineering-Permits>. Please use the new Permit Portal, apply for the permit under the "Other" permit type.
4. In addition, Applicant's contractors will also be required to provide insurance, Liability, Workers Compensation, and Disability. Please ensure each certificate is on its own form as we cannot accept the workers compensation as part of the Liability certificate. Certificate holder should name "Ontario County, 20 Ontario Street, Canandaigua, NY 14424", along with naming Ontario County as additionally insured.
5. The Highway Work Permit fee (\$50.00) will be requested once all documentation is deemed satisfactory, at that time, an "invoice" will be issued and then the applicant can choose how to pay for the highway work permit. Permit will then be issued upon receipt of payment. Permit fees can be paid by check via mail or in person (made payable to Ontario County Treasurer), or online via credit card. Card processing fee is 3% of the permit fee, with a minimum processing fee of \$2.00.

Attachments:

1. Plan Set
2. Test Questions
3. Renderings
4. Deer Fence Information
5. Character of Neighborhood Photographs
6. PB App
7. ZBA App
8. SEAF
9. PB Letter
10. ZBA Letter
11. Shoreline Guidelines and Stormwater Statement
12. ZLD

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 Information (Address & ID): 126.16-2-3.310

Description & Review Comments:

Exempt (See Exemption #3 of Appendix B of the OCPB Bylaws).

Attachments:

None

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 Information (Address & ID):	140.14-1-15.110
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Description & Review Comments:

The subject parcel is 0.3 acres and is divided by County Road 16. The proposed work is on the eastern (lake) side of the road. The addition is for an entryway / mudroom off of the kitchen of the existing cottage. Additional work includes revised site access, retaining walls, stairs, storm structures, and piping. Disturbance is estimated at 0.02-acres. The pre-existing non-conforming lot coverage will remain the same due to removal of portions of concrete padding on the site (48.7% when no greater than 30% is permitted). The applicant mentions that "mature vegetation currently exists between the centrally located cottage and lake. No existing vegetation is proposed to be removed with this project."

According to Oncor:

- The subject parcel and surrounding land use is residential.
- FEMA Q3 Floodplains, Draft 100- and 500-Year Floodplains lie on the eastern (lakeside) edge of the parcel. The proposed addition is outside these areas.
- The area disturbed is on steep slopes (16–30% gradient).

Comment

1. The applicant and referring agency are strongly encouraged to involve Ontario County Soil & Water as early in the review process as possible to ensure proper design and implementation of storm water and erosion control measures.

Attachments:

1. Aerials
2. Plan Set
3. Survey Plat
4. Steep Slope Exhibit
5. Elevations
6. Layout
7. Photos
8. Cover Letter
9. PB App
10. Soil Erosion and Sediment Control App
11. SEAF
12. Shoreline Development Guidelines Compliance
13. Soils Info
14. OCSWCD Septic Email
15. ZLD

Board Motion: To retain referrals 30-2026, 32.0-2026, 33-2026, 35-2026, 36-2026, 37-2026, and 38-2026 as class 1s and return them to the local boards with comments.

Motion made by: A.J. Magnan, **seconded by:** Leonard Wildman. **Vote:** Yes 15, No 0, Abstained 0. **The motion** Passed.

8. Town of Farmington

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 29.11-1-68.100
Information
(Address & ID):

Description & Review Comments:

The subject parcel is 5 acres and disturbance is estimated at 4.3 acres. 0.35-acres of impervious surface is to be created, and 0.23-acres of forested land and 0.12-acres of grassland are to be removed. The fire station is operated by the Farmington Volunteer Fire Association.

The existing 5,030 square foot Station #2, constructed in 1974, has reached the end of its usable life and is in need of renovations to comply with updated safety and emergency facility standards. A special use permit is required for the addition to a public building in the R-1-10 Residential Single-Family District according to Town Code section §165-23D(1). Site access is via Hook Road, an existing Town roadway that connects NYS Route 96 at the south to Victor Road at the north. The eastern side of the proposed project is bounded by a residential neighborhood and a buffer of trees at the southeast corner of the property. The western side of the proposed project is bounded by Hook Road. The northern side of the proposed project is bounded by residential homes along Hook Road. The southern side of the proposed project is bounded by NYS Route 96.

Site-related improvements (other than the addition) include partial demolition of the existing building, and the renovation of approximately 3,830 SF within the existing 5,030 SF Fire Station #2 Building, for a total new floor area of 18,310 SF. The entire building will be used for storing large fire apparatus in an enclosed garage with four pull-through bays, a dedicated decontamination suite, a new communications room, administrative offices, a new kitchen, four bunk rooms for overnight stays, and a large community room. In addition, new larger parking lot and multiple driveways that delineate traffic between public and fire vehicles, utility improvements, a geothermal system, stormwater management facilities, and lighting and landscaping improvements will be added. The new parking lot will provide 79 parking spaces, 4 of which are ADA accessible. Oil/water separators will be installed in floor drains within the garage.

Drainage patterns for both the existing and proposed conditions will be generally the same, according to the applicant. Nearly all the stormwater runoff from existing and proposed conditions drains into an existing wooded swale on the south side of the property. From this swale, an

existing culvert carries the stormwater under Hook Road to another swale on the west side of Hook Road. Runoff from the proposed improvements will either be piped or flow over the surface of the parking lot into a bioretention facility (east of the building) for water quality mitigation before being discharged into a stormwater detention basin for quantity control. The post-development flow rate leaving the site is calculated to be reduced, in relation to pre-development conditions, due to the installation of a stormwater detention basin and an outlet structure that will restrict flow. The Town of Farmington has an existing drainage easement on the project site along Hook Road and NYS Route 96.

A few trees are to be removed from the property along the eastern property line. 63 trees are proposed to be planted throughout the site, predominately along Hook Rd. to the west of the building. There will be single-head light poles along the proposed drive lanes, dual-head light poles along the proposed parking lot, and near the fire truck exit. No light is proposed to cast past the property lines.

The applicant is requesting relief from several Town of Farmington Standard Design Guidelines:

- Three separate driveways are proposed at less than the 150' suggested spacing.
- The Main Street Overlay District's Streetscape Design Guidelines require streetlight poles at 70' maximum spacing along NY-96 and the Hook Road frontage, as well as street trees, a bench and trash receptacle along NY-96. The project proposes all of these streetscape features along NY-96 and only street trees along Hook Road, with no streetlights, benches or trash receptacles.
- The Fire Association has an existing wooden Station #2 sign on the property that they would like to refinish and reuse in the proposed project. The sign is classified as an existing non-conforming sign and is 2 square feet larger than the 20 square feet allowed by Town Code § 165-42.B, for non-commercial speech signs. The sign is proposed to be reinstalled to the north of its existing location and will be at least the required 15 feet from the property line on Hook Road. Ground mounted lights are proposed to illuminate the sign.
- Building mounted signage to identify the Fire Association is proposed on Station #2 facade and will not comply with Town Code § 165-42.B, non-commercial speech signs. The building-mounted signs are proposed to be over the maximum allowed area of 20 SF, and on more than the front facade. On the front facade facing Hook Road (west elevation) there will be two signs totaling 65 square feet and on the side facade facing NY-96 (south elevation) one sign with an area of 31 square feet.

According to Oncor:

- Subject land use is community services. Surrounding land uses are predominately residential, with commercial across State Route 96 to the south.
- Slope disturbed is little to none (0-3% gradient).
- Soil disturbed is Palmyra Gravelly Loam (not hydric, has high permeability, has medium erodibility, is an area of prime farmland, and is in hydrologic soil group B).

The project is expected to start in July 2026, and be completed in September 2027.

The applicant representative was present at the March 11, 2026 CPB meeting and provided the following information:

- The helicopter landing zone indicated on the site plan is only there to show that there is space for a landing zone. It will be grassed and unmarked with no lighting proposed.
- The grilling area will most likely have a small grill and benches.
- There are two benches proposed along hook road in front (west) of the building.
- There are trees proposed between the building and Hook Rd. and State Route 96.
- The station will close during construction. Trucks / operations will move to Farmington Volunteer Fire Station #1.
- The project start date has been pushed back to April 2027.

Comments

1. Demolition debris should be recycled if feasible or disposed of properly.
2. Protection of water quality is a stated goal of the Ontario County Planning Board. Accordingly, the applicant should ensure that any oil, fuels (or other automotive fluids associated with vehicle maintenance or servicing), or fire-fighting foams are properly handled, stored, and disposed of in a manner that prevents contamination of surface water and groundwater, and is consistent with applicable environmental regulations and best management practices.
3. Community character is a stated goal of the County Planning Board. The referring board should consider requiring (as a condition of approval) the addition of a vegetative buffer between the fire station / parking lot and the residences to the north and east.

CRC Comments

1. The applicants are commended for their use of geothermal.
2. The applicants are commended for their installation of eV charging stations.

Attachments:

1. Aerial
2. Site Plan
3. Utility Plan
4. Grading Plan
5. Landscape Plan
6. Photometrics Plan
7. Detail Plan Set
8. Full Plans
9. Elevation Plans
10. Floor Plan
11. Cover Letter
12. Site Plan App
13. SUP App
14. FEAF
15. SWPPP
16. Determination of Complete Application
17. Project Timeline

Board Motion: To retain referrals 31.0-2026 and 31.1-2026 as class 1s and return them to the

local board with comments.

Motion made by: Tammy Worden, **seconded by:** Chris Mergler. **Vote:** Yes 15, No 0, Abstained 0. **The motion:** Passed.

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 Information (Address & ID): 29.11-1-68.100

Description & Review Comments:

See 31.0-2026.

Attachments:

None

Board Motion: To retain referrals 31.0-2026 and 31.1-2026 as class 1s and return them to the local board with comments.

Motion made by: Tammy Worden, **seconded by:** Chris Mergler. **Vote:** Yes 15, No 0, Abstained 0. **The motion:** Passed.

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 Information (Address & ID): 9.03-1-6.400

Description & Review Comments:

This project was referred in July 2025 (as 116-2025) for an “*Area Variance to construct a pole barn with a 25 ft. height when no greater than 15 ft. is permitted*” – as a class 1 (no recommendation from the Ontario County Planning Board). The following month (August 2025), the project was referred (as 128.0-2025 and 128.1-2025) for an “*Area Variance for an accessory structure bigger than the primary structure and Site Plan Amendment for a proposed 4,320 SF pole-barn*” – as a Class 1 and Exempt, respectively. The applicant is now re-applying for the same area variances, with an amended site plan. The amendment looks to have added landscaping along the northern parcel line, which was a comment made by the County Planning Board in the August 2025 meeting.

The subject parcel is 2.3 acres. Disturbance is estimated at 0.25 acres. The barn is proposed to be just north of the existing home, connected by a gravel driveway and apron. There are no proposed water/wastewater connections. The barn will have roof downspouts and splash blocks. The applicant indicates the pole barn requires the height area variance in order to fit in a classic car lift for old car storage. See attached elevation drawings for dimensions of the proposed structure. There are three (3) proposed overhead doors.

According to OnCor:

- The subject and surrounding parcels are in Ontario County Agricultural District #1.
- The subject and surrounding parcels are primarily single-family residential, with some residential vacant land to the north and west.
- Land use is a successional old field.
- Slope is gentle to none (0–9% gradient).

What must be proven in order to be granted an area variance? If requesting an area variance, that is, permission to build in an otherwise restricted portion of the property (such as in the required front, side or rear yards, or above the required building height, or in excess of the lot coverage regulations), then state law requires the applicant to show that the benefit the applicant stands to receive from the variance will outweigh any burden to health, safety and welfare that may be suffered by the community. State law requires the ZBA to take the following factors into consideration in making its determination:

1. whether an undesirable change will be produced in the character of the neighborhood, or a detriment to nearby properties will be created by the granting of the area variance;
2. whether the benefit sought by the applicant can be achieved by some method which will be feasible for the applicant to pursue but would not require a variance;
3. whether the requested area variance is substantial;
4. whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district; and
5. whether an alleged difficulty is self-created.

Unlike the use variance test, the ZBA need not find in favor of the applicant on every one of the above questions. Rather, the ZBA must merely take each one of the factors into account. The ZBA may also decide that a lesser variance than the one requested would be appropriate, or may decide that there are alternatives available to the applicant which would not require a variance. See the submitted ZBA application for the applicants' response to the test questions.

Comments

1. The Ontario County Planning Board has an interest in reducing stormwater quality and quantity impacts on downstream properties. The referring board should consider additional stormwater management practices to mitigate increased stormwater runoff from the increase in impervious surface.
2. Protection of water quality is a stated goal of the Ontario County Planning Board. Accordingly, the applicant should ensure that any oil, fuels, or other automotive fluids associated with vehicle maintenance or servicing are properly handled, stored, and disposed of in a manner that prevents contamination of surface water and groundwater, and is consistent with applicable environmental regulations and best management practices.

CRC Comment

1. The County Planning Board recommends that the applicant ensure appropriate fire suppression measures are incorporated into the proposed detached garage. Proper fire suppression systems should be installed in accordance with applicable building and fire codes. Coordination with the local fire marshal or code enforcement officer is encouraged to confirm that the proposed design meets all relevant safety requirements.

Attachments:

1. Aerial
2. Plans
3. Building Specs
4. Height Variance Description
5. Building SF Variance Description
6. PB App
7. FEAF

CPB Comments

1. The Town of Farmington is strongly encouraged to review their zoning code, specifically section 165-58, pertaining to accessory structures and private detached garages. The Town Board should consider updating/clarifying definitions for "accessory structures," "private detached garages," or any other specific type of accessory structure. Maximum building footprint allowances for each type of accessory structure should be included - specifically for private detached garages on parcels over 1-acre (which currently does not have a maximum building footprint restriction). The Town Board may want to consider enacting a moratorium in order to give them time to review/revise section 165-58.
2. The referring body is encouraged to grant only the minimum variance necessary to allow reasonable use of the lot.
3. If a commercial use is contemplated, the applicant must obtain all necessary approvals and permits from the Town, including but not limited to any required use variance or site plan approval, prior to establishment of such use.
4. Protection of community character is a stated goal of the Ontario County Planning Board. The referring board should consider whether the size of this building compared to the principal structure maintains the community character of the area. Can it be placed further from the neighboring (residential) parcel to the east?

Board Motion: To retain referrals 30-2026, 32.0-2026, 33-2026, 35-2026, 36-2026, 37-2026, and 38-2026 as class 1s and return them to the local boards with comments.

Motion made by: A.J. Magnan, **seconded by:** Leonard Wildman. **Vote:** Yes 15, No 0, Abstained 0. **The motion Passed.**

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 Information (Address & ID): 9.03-1-6.400

Description & Review Comments:

Exempt (See Exemption #9 of Appendix B of the OCPB Bylaws).

Attachments:

None

9. Town of Gorham

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 Information (Address & ID): 127.15-2-29.000

Description & Review Comments:

The subject parcel is 0.12 acres, one hundred percent of which is to be disturbed during the

project. The parcel currently contains a manufactured home. The home is proposed to have an attached deck on the back (west side) of the house, an attached garage, and driveway access off of County Road 1.

The parcel is served by a public sewer main and Town of Gorham water. Overhead electric exists and connects to a utility pole on the southeast corner of the parcel. There also looks to be a possible gas line connection just south of the subject parcel. The property slopes downhill east to west on a gentle slope (4–9% gradient). An infiltration trench is proposed to the rear (west) side of the property to collect stormwater. Downspouts will connect and direct water to the trench as well.

According to Oncor

- The surrounding parcel is in the Agricultural District.
- The subject and surrounding parcels are all residential.
- Soil disturbed is a combination of:
 - Honeoye Loam: Not hydric, moderately high permeability, medium erodibility, is an area of prime farmland, and is in hydrologic soil group B.
 - Lima Loam: Hydric, moderately high permeability, high erodibility, is an area of prime farmland, and is in hydrologic soil group B/D.

What must be proven in order to be granted an area variance? If requesting an area variance, that is, permission to build in an otherwise restricted portion of the property (such as in the required front, side or rear yards, or above the required building height, or in excess of the lot coverage regulations), then state law requires the applicant to show that the benefit the applicant stands to receive from the variance will outweigh any burden to health, safety and welfare that may be suffered by the community. State law requires the ZBA to take the following factors into consideration in making its determination:

1. whether an undesirable change will be produced in the character of the neighborhood, or a detriment to nearby properties will be created by the granting of the area variance;
2. whether the benefit sought by the applicant can be achieved by some method which will be feasible for the applicant to pursue but would not require a variance;
3. whether the requested area variance is substantial;
4. whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district; and
5. whether an alleged difficulty is self-created.

Unlike the use variance test, the ZBA need not find in favor of the applicant on every one of the above questions. Rather, the ZBA must merely take each one of the factors into account. The ZBA may also decide that a lesser variance than the one requested would be appropriate, or may decide that there are alternatives available to the applicant which would not

Comments

1. Demolition debris should be recycled if feasible or disposed of properly.
2. The Town is encouraged to grant only the minimum variance necessary to allow reasonable use of the lot.

OCDPW Comments

1. The applicant is required to obtain a highway work permit for any proposed work within a County highway right-of-way and shall pay all necessary fees and comply with all permit conditions and restrictions.
2. Our Highway Work Permit process has slightly changed. Instruction and a link to our permit portal can be found on the Ontario County DPW website at <https://www.ontariocountyny.gov/830/Highway-Engineering-Permits>
3. Please provide sight distance measurements for the new driveway location.
4. Verify with the Town of Gorham that the proposed driveway location meets their access management guidelines/policies.
5. Please include NYSDOT Work Zone Traffic Control Sheets 619-310 and 619-307 on the details sheet for any impacts to traffic on County Road 1 during the construction of this new residence.
6. The applicant shall replace the pipe that is in disrepair with a concrete gutter. Refer to the NYSDOT Standard Sheet 624-01, applicant can use the wider gutter option at the driveway for a smoother transition. Putting the gutter back will keep water in the gutter/ditch and cut back on water flowing towards the home from the roadway. Replacement of the new pipe will be unsatisfactory as it will not survive many years due to lack of cover over the top of the pipe.

Attachments:

1. Aerial
2. Site Plan
3. Plan Set
4. Test Questions
5. ZBA App
6. SEAF

Board Motion: To retain referrals 30-2026, 32.0-2026, 33-2026, 35-2026, 36-2026, 37-2026, and 38-2026 as class 1s and return them to the local boards with comments.

Motion made by: A.J. Magnan, **seconded by:** Leonard Wildman. **Vote:** Yes 15, No 0, Abstained 0. **The motion Passed.**

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 Information	141.07-1-27.000 & 141.07-1-28.100

| (Address & ID):

Description & Review Comments:

The parcel at 4588 Lake Drive and 4590 Lake Drive have areas of 0.26-acres and 0.90-acres, respectively. No work or disturbance is proposed as a part of this application. The lot line adjustment would shift the shared parcel line 7 ft. to the south, taking 1,500 SF of land away from 4590 Lake Drive and adding it to 4588 Lake Drive.

The two properties have a number of lot-dimension pre-existing non-conformities:

- 4588 Lake Drive:
 - Lot Coverage $\geq$ 40% (according to Oncor) when no greater than 25% is permitted.
 - Principal Structure front setback of 21.3 ft. when a minimum of 30 ft. is required.
 - A Principal Structure (south) side setback of 1.0 ft. when a minimum of 15 ft. is required. The sidewalk is on their neighbor's parcel (4590 Lake Drive).
- 4590 Lake Drive:
 - Principal Structure side (north) setback of 13.1 ft. when a minimum of 30 ft. is required.
 - Accessory structure (detached garage) with a side (north) setback of 11.1 ft. when a minimum of 15 ft. is required.
 - Accessory structure (detached garage) with a front setback of 14.8 ft. when a minimum of 30 ft. is required.

There is less than 30 ft. between the home at 4588 Lake Drive and the detached garage at 4590 Lake Drive – therefore it is not possible for the lots to conform to side setback requirements as currently constructed. The requested area variances will reduce the non-conformity of 4588 Lake Drive, but will increase the non-conformity for 4590 Lake Drive. For 4588 Lake Drive, lot coverage will be reduced due to the increase in lot area, and the (south) side lot line setback will be increased. For 4590 Lake Drive – the lot line adjustment will reduce the (north) side setbacks of both the home and detached garage and will bring them into non-conformity.

What must be proven in order to be granted an area variance? If requesting an area variance, that is, permission to build in an otherwise restricted portion of the property (such as in the required front, side or rear yards, or above the required building height, or in excess of the lot coverage regulations), then state law requires the applicant to show that the benefit the applicant stands to receive from the variance will outweigh any burden to health, safety and welfare that may be suffered by the community. State law requires the ZBA to take the following factors into consideration in making its determination:

1. whether an undesirable change will be produced in the character of the neighborhood, or a detriment to nearby properties will be created by the granting of the area variance;
2. whether the benefit sought by the applicant can be achieved by some method which will be feasible for the applicant to pursue but would not require a variance;
3. whether the requested area variance is substantial;
4. whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district; and
5. whether an alleged difficulty is self-created.

Unlike the use variance test, the ZBA need not find in favor of the applicant on every one of the above questions. Rather, the ZBA must merely take each one of the factors into account. The ZBA may also decide that a lesser variance than the one requested would be appropriate, or may decide that there are alternatives available to the applicant which would not

Comment

1. The Town is encouraged to grant only the minimum variance necessary to allow reasonable use of the lot.

Attachments:

1. Aerials
2. Subdiv Plat
3. 4590 Test Questions
4. 4588 Test Questions
5. 4590 ZBA App
6. 4588 ZBA App
7. SEAF

Board Motion: To retain referral 34-2026 as a class 1 and return to the local board with comments.

Motion made by: Tammy Worden, **seconded by:** Leonard Wildman. **Vote:** Yes 15, No 0, Abstained 0. **The motion:** Passed.

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	113.00-1-29.100
Information	
(Address & ID):	

Description & Review Comments:

The currently vacant subject parcel is 54-acres and disturbance is estimated at 2.5-acres. The proposed pole barn is to be located on the northwest corner of the parcel and will be accessed via an existing entrance off of State Route 364 (driveway to be constructed). The building is intended for personal storage of vehicles, watercraft, and associated equipment.

Future connections to public water and sewer are proposed. Stormwater will follow the existing drainage pattern. In addition, a swale with stone check dams is proposed, flowing to a roadside swale along State Route 364.

According to Oncor:

- The land use for the surrounding parcels is residential to the west (across State Route 364), and predominately agricultural and forested/vacant to the north and south. The adjacent parcel to the east is in the Agricultural District.
- Slope disturbed is gentle to none (0–9% gradient).
- Soil disturbed is Ovid Silt Loam (hydric, moderately high permeability, high erodibility, is prime farmland if drained, and is hydrologic soil group C/D).

According to Town of Gorham Zoning Code 31.4.2 Residential R-1 District:

- 31.2.2 Definitions. Accessory Use or Structure — *"A use or structure subordinate to the principal use of a building on the same lot and serving a purpose customarily incidental to the use of the principal building."*
- Accessory buildings (including residential garages) are a permitted accessory use in the R-1 zoning district.
- Residential or commercial garage is not a permitted (primary) use / building. Nor is it permitted by special use permit.

CRC Comments

1. The County Planning Board requests clarification regarding the long-term intent for the parcel. Specifically, the Board asks whether a primary structure is proposed and whether the detached structure is intended to support a future commercial operation. If a commercial use is contemplated, the applicant must obtain all necessary approvals and permits from the Town, including but not limited to any required use variance or site plan approval, prior to establishment of such use.
2. Will vehicles and boats be serviced in the barn? Protection of water quality is a stated goal of the Ontario County Planning Board. Accordingly, the applicant should ensure that any oil, fuels, or other automotive/boat fluids associated with vehicle maintenance or servicing are properly handled, stored, and disposed of in a manner that prevents contamination of surface water and groundwater, and is consistent with applicable environmental regulations and best management practices.
3. The County Planning Board recommends that the applicant ensure appropriate fire suppression measures are incorporated into the proposed detached garage. Proper fire suppression systems should be installed in accordance with applicable building and fire codes. Coordination with the local fire marshal or code enforcement officer is encouraged to confirm that the proposed design meets all relevant safety requirements.
4. Will the remainder of the parcel continue to be farmed?

Attachments:

1. Aerials
2. Site Plan
3. Grading Plan
4. Plan Set
5. PB App
6. SEAF
7. Submittal Letter

Board Motion: To retain referrals 30-2026, 32.0-2026, 33-2026, 35-2026, 36-2026, 37-2026, and 38-2026 as class 1s and return them to the local boards with comments.

Motion made by: A.J. Magnan, **seconded by:** Leonard Wildman. **Vote:** Yes 15, No 0, Abstained 0. **The motion** Passed.

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 129.00-1-23.120
Information
(Address & ID):

Description & Review Comments:

The subject parcel is 85.9 acres and split by Lake to Lake Road. Disturbance is estimated at 0.5 acres. This storage structure will collect and store material from the farm's existing barns during times when spreading nutrients is not desirable. The structure can hold 253,661 gallons. It will be located just southwest of the barn along County Road 18 that is shown on the provided aerial image. A culvert will be constructed to direct roof water from the barn away from the storage facility to a swale along County Road 18 to the north.

According to Oncon:

- The subject and surrounding parcels are all in the Agricultural District.
- Subject parcel land use is agricultural. Surrounding land uses are primarily agricultural with some residential to the south and east.
- Slope disturbed is gentle to none (0–9% gradient).
- Soil disturbed is the Danley-Lansing Complex (not hydric, moderately high permeability, high erodibility, is an area of prime farmland, and is in hydrologic soil group C/D).

OCDPW Comments

1. The footer drain that is proposed to outlet at the ditch of County Road 18 ROW requires a Highway Work Permit.
2. Our Highway Work Permit process has changed slightly, and instructions, including a link to our permit portal, can be found on the Ontario County DPW website at <https://www.ontariocountyny.gov/830/Highway-Engineering-Permits>. Please use the new Permit Portal, apply for the permit under the "Other" permit type. A paper application can still be submitted. The link to that is at the bottom of the page.

OCSWCD Comment

1. Make sure that the Farm or County adds some stone lining in the CR18 Road ditch where

the footer drain is to be discharged.

Attachments:

1. Aerials
2. Site Plan
3. Plan Set
4. Project Details - 53 pages
5. PB App
6. SEAF

Board Motion: To retain referrals 30-2026, 32.0-2026, 33-2026, 35-2026, 36-2026, 37-2026, and 38-2026 as class 1s and return them to the local boards with comments.

Motion made by: A.J. Magnan, **seconded by:** Leonard Wildman. **Vote:** Yes 15, No 0, Abstained 0. **The motion** Passed.

10. Town of Hopewell

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 Information (Address & ID):	100.00-1-38.200

Description & Review Comments:

The subject parcel, New York Steam Engine Association, is 52.5-acres and contains the New York Steam Engine Association grounds. Disturbance for the project is estimated at 0.5 acres. The proposed building is located on the northern edge of the parcel, 61.9 ft. from the northern parcel boundary. Intended use is for assembly during shows with storage when not in show use. The proposed building will not have a sewer connection, but will connect to public water according to the submitted short environmental assessment form.

According to Oncor:

- The subject and surrounding parcels are in the Agricultural District.
- The subject parcel has a recreation and entertainment land use. Surrounding land uses are primarily agricultural to the south and east, and residential to the west.
- Freshour Creek runs along the eastern edge of the parcel.
- Freshour Creek is within the National Wetland Inventory.
- NYSDEC Jurisdictional wetlands lie on the northeast corner of the parcel.
- Slope disturbed is little to none (0-3% gradient).

- Soil disturbed is Aurora-Angola Silt Loam (not hydric, moderately high permeability, high erodibility, is farmland of statewide importance, and is in hydrologic soil group D).

Comment

1. Within the parcel are DEC Informational Wetlands and will require a Jurisdictional Determination request from the NYSDEC.

Attachments:

1. Aerials
2. Site Plan
3. SEAF

Board Motion: To retain referrals 30-2026, 32.0-2026, 33-2026, 35-2026, 36-2026, 37-2026, and 38-2026 as class 1s and return them to the local boards with comments.

Motion made by: A.J. Magnan, **seconded by:** Leonard Wildman. **Vote:** Yes 15, No 0, Abstained 0. **The motion Passed.**

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 99.00-1-6.000
Information
(Address & ID):

Description & Review Comments:

The subject parcel is 0.99 acres. There is no disturbance indicated. The use is commercial (apartment) according to Oncor. The lot is proposed to contain 47 temporary grass parking spaces for CMAC event parking. Spaces are to be located around the apartment building in the lawn area and on existing asphalt. Trash barrels and ropes will be placed along the front of the parcel. Access is off of County Road 50. The parcel contains existing pedestrian sidewalks that connect to FLCC/CMAC.

According to Oncor

- Surrounding parcels are commercial, except for FLCC (Community Services) to the south.
- Fall brook borders the eastern edge of the parcel. The forested area lies between the proposed parking area and Fall Brook.
- Fall Brook is on the National Wetland Inventory.
- The parcel contains Draft 2023 FEMA 100-Year Floodplains, but not in the proposed parking area.

- The slope is gentle to none (0–9% gradient) where parking is proposed. Steep slope (16–30 % gradient) exists along Fall Brook.

Comments

1. The applicant and referring agency should consult with the Ontario County Highway Department and ensure that the sight distances for the proposed driveway comply with standards established by the American Association of State Highway and Transportation Officials (AASHTO).
2. How will trash be removed? Will there be a service?
3. Will there be employees / parking attendants to help guide traffic? Will the lot be attended during events? What are parking hours / hours of operation?

OCDPW Comments

1. NYSDOT recommends any driveway be a minimum of twice the driveway width, +15 ft., from the “side road”, ideally 100 ft., which in this case we can say that 5&20 is the “side road”. A quick measurement on OnCor shows the distance is more than 200 ft. from the edge of the driveway to the edge of the travel lane on 5&20. There is an excellent drawing of the distance from an intersection on page 34, link provided here: NYSDOT HDM Chapter 5, Appendix A, See Page 34, Note E
https://www.dot.ny.gov/divisions/engineering/design/dqab/hdm/hdm-repository/HDM_Ch_5_Appendix_5A.pdf

CRC Comments

1. The applicant should clarify how parking for apartment residents will be accommodated during periods when events are occurring. In particular, the Board requests information about whether residents will have designated or assigned parking spaces to ensure reliable parking access.
2. The referring board should consider conditioning Special Use Permit approval on the implementation of adequate access management and traffic control measures. For example, the two driveways could be designated as separate entrance and exit points to improve traffic circulation and enhance vehicular safety.
3. Protection of water quality is a stated goal of the Ontario County Planning Board. Accordingly, the applicant should ensure that trash generated on-site, and any oil, fuels, or other automotive fluids associated with the proposed use be handled and disposed of in a manner that prevents contamination of surface water and groundwater, and is consistent with applicable environmental regulations and best management practices.

Attachments:

1. Aerials
2. Site Plan

Board Motion: To retain referrals 30-2026, 32.0-2026, 33-2026, 35-2026, 36-2026, 37-2026, and 38-2026 as class 1s and return them to the local boards with comments.

Motion made by: A.J. Magnan, **seconded by:** Leonard Wildman. **Vote:** Yes 15, No 0, Abstained

0. The motion Passed.

11. Town of Victor

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	6.00-1-12.600
Information	
(Address & ID):	

Description & Review Comments:

The subject parcel is 8.5 acres and the disturbance is estimated to be 1.5 acres. The store will occupy the same footprint (+/- 92,000 SF) as the existing building. Bass Pro Shop (BPS) intends to display boats and ATV's outside the store (along each side of the building), which requires special use permit approval in the Commercial zoning district. BPS intends to apply in a later referral for signage area variances (as depicted on the building elevations).

The store will utilize the existing entry points along the southeast, southwest and northwest sides of the building. The southeast entrance will be the main entrance to the store and features two vestibules. The southwest entry will be customer pick-up with one overhead access door. The northwest entry will be boat service access with three overhead doors. The southern internal drive aisle has been adjusted south and west, pushed away from the building, to accommodate landscaping along the southeast and southwest building frontages. Along the north side of the building, a curbed bump-out is proposed in front of the overhead doors serving the boat service area. These project site improvements will result in a loss of 74 parking spaces. Considering the entire Eastview Mall property, the required number of parking spaces is 6967. With consideration of the parking spaces lost with the proposed 'Element by Westin' project and this project, the proposed parking spaces provided is 7032, thus providing an excess of 65 spaces. Within the BPS parking area, there are 11 ADA accessible spaces.

The existing private water supply system for the building will remain largely unchanged. An existing 4" domestic service and 8" fire service currently provides water supply to the building. The site modifications mentioned above will require two existing fire hydrants to be relocated. The existing private sanitary sewer system will also remain largely unchanged. Due to the addition of boat servicing activities within the building, a new oil/water separator is proposed to intercept discharge from the floor drains. The separator will remove and retain oil prior to discharge to the existing sanitary sewer system. The proposed oil/water separator will be located along the south side of the building.

Stormwater runoff associated with the proposed project will be treated within the three (3) existing stormwater management ponds located throughout the Eastview Mall properties. These ponds are located adjacent to the project parcel and are designed as infiltration ponds. The existing drainage patterns will not change with the proposed project. The new roof downspout locations will tie into the existing storm sewer laterals to be conveyed to the existing stormwater ponds. The proposed development will decrease the overall impervious area of the site by roughly 2000 square feet. The property is not anticipated to discharge any stormwater runoff from the proposed site.

A mix of 27 coniferous and deciduous trees are proposed surrounding the building and within the landscaped islands in the parking lot. Shrubs, perennials, and grasses are proposed as well.

According to Oncor:

- Subject and surrounding land use is commercial (Eastview Mall).
- The ponds surrounding the parking lot areas are on the National Wetland Inventory.
- The slope disturbed is gentle to none (0-9% gradient).

The applicant's representative was present for the 3/10/2026 Coordinated Review Committee (CRC) meeting and provided the following additional information:

- In a previous application for the proposed hotel (Element by Westin) on the Eastview Mall site, it was noted that capacity for wastewater treatment was nearly at capacity. The applicant's representative mentioned that the retail use/demand will remain the same, and upgrades to the wastewater treatment system are not planned/required.
- There are no eV charging stations proposed at this time.

The applicant's representative was present for the 3/11/2026 County Planning Board (CPB) meeting and provide the following additional information:

- They are not aware of any proposed on-site fuel storage at this time.
- Wastewater treatment capacity was not an issue brought up by the Town in thier discussions.

Comment

1. Will there be any additional lighting? Will it be dark-sky compliant?

OCDPW Comments

1. All sidewalk and curb ramps should meet current ADA standards.
2. In regard to the relocated stop bar and "island" / "median" that is being modified, will adequate sight distance be available for those leaving the parking lot, especially for those making a left turn? Will trees need to be removed for better sight distances?
3. The catch basin near the access point mentioned above is also being relocated/replaced. Is the catch basin that is staying, in good enough condition to be modified? Some consideration should also be taken to the condition of the existing storm system in its entirety, including the storm piping and catch basins.
4. How will the 6" PVC roof drains be tied into the existing 12" CMP's?

5. The outdoor display areas at the western end of the parking lot, will there be a display of boats/ATVs/UTVs like the spots by the building? If so, be mindful of the slope at that edge of the parking lot.
6. Sheet C101 shows “New Catch Basin”, while sheet C200 shows “Relocate Existing Catch Basin”, and Sheet C300 shows “Relocated.” Is the catch basin that is proposed being relocated, or is it going to be brand new?

CRC Comments

1. Protection of water quality is a stated goal of the Ontario County Planning Board. Accordingly, the applicant should ensure that any oil, fuels, or other automotive fluids associated with boat and vehicle maintenance or servicing are properly handled, stored, and disposed of in a manner that prevents contamination of surface water and groundwater, and is consistent with applicable environmental regulations and best management practices.
2. The County Planning Board recommends that the applicant ensure appropriate fire suppression measures are incorporated into the proposed detached garage. Proper fire suppression systems should be installed in accordance with applicable building and fire codes. Coordination with the local fire marshal or code enforcement officer is encouraged to confirm that the proposed design meets all relevant safety requirements.
3. Demolition debris should be recycled if feasible or disposed of properly.

Attachments:

1. Aerials
2. Site Plan
3. Utility Plan
4. Grading Plan
5. Landscape Plan
6. Plan Set
7. Elevations
8. Elevation Renderings
9. Site Plan App
10. SUP App
11. SEAF
12. Engineers Report
13. Letter of Intent

Board Motion: To retain referrals 39.0–2026 and 39.1-2026 as class 1s and return them to the local board with comments.

Motion made by: Ryan Wilmer, **seconded by:** Tammy Worden. **Vote:** Yes 15, No 0, Abstained 0.
The motion: Passed.

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 Information (Address & ID):	6.00-1-12.600

Description & Review Comments:

See 39.0-2026.

Attachments:

None

Board Motion: To retain referrals 39.0–2026 and 39.1-2026 as class 1s and return them to the local board with comments.

Motion made by: Ryan Wilmer, **seconded by:** Tammy Worden. **Vote:** Yes 15, No 0, Abstained 0. **The motion:** Passed.

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 Information (Address & ID):	6.00-1-12.100

Description & Review Comments:

Policy AR-7: Signs

The County Planning Board has long taken an interest in supporting local efforts to limit excessive signage. The Board has identified State Route 96 as a primary travel corridor for tourists visiting Ontario County. The intent is to protect the character of development along these corridors by encouraging local boards to adhere to their adopted laws as much as possible.

A. All applications for signs located on property adjoining primary travel corridors that do not comply with local limits on size and/or number.

Final classification: Class 2

Findings:

1. The proposed sign is on land along a corridor identified by the Board as being a primary travel corridor for tourists visiting Ontario County.
2. Protection of the community character along these corridors is an issue of countywide importance.
3. Local legislators have standards for signage that allows for business identification sufficient to safely direct customers onto the specified site.
4. It is the position of this Board that the proposed signage is excessive.
5. Excessive signage has a negative impact on community character.

Final Recommendation – Denial

Comments

1. The referring board should grant the minimum variance necessary to allow identification of the business and its products.

Attachments:

1. Aerials
2. Sign Specs
3. Sign Location
4. Test Questions
5. Store Layout
6. ZBA App
7. SEAF
8. Letter of Support

12. Town of West Bloomfield

41-2026 (Class 2/A) 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.

Municipality:	Town of West Bloomfield
Referring Board:	Town Board
Application Type:	Moratorium
Class:	Class 2/A
Property Information (Address & ID):	N/A

Description & Review Comments:

The Town Board adopted Local Law No. 4 of 2024 on 9/11/2024 (referred as 171-2024 to the County Planning Board at the September 2024 meeting) which established a one-year moratorium

on large scale solar energy systems and large-scale battery energy storage systems within the Town, and on 9/11/2025, Local Law No. 3 of 2025 (not referred to the CPB), which extended said moratorium for an additional six (6) months in order to further consider and evaluate comprehensive regulations related thereto. The Town Board continues to consider and evaluate these comprehensive regulations, and believes that an extension of the existing moratorium for an additional six (6) months, until September 11, 2026, is necessary to complete its evaluation and adoption of said regulations. The Town Board can elect to lift (repeal) the moratorium before it expires if they have analyzed existing regulations and have made the necessary updates to the requirements.

The Town Board found that the Town Code of the Town of West Bloomfield may not contain adequate provisions addressing or regulating large-scale solar energy systems (as defined in Chapter 140, Article 96.1 of the Town Code) and large-scale battery energy storage systems, such as appropriate locations and the conditions under which they may be allowed to operate in the Town, including compatibility with existing uses in the area. The Town Board has been, and continues to be, engaged in an evaluation of the Town Code to potentially address the various issues concerning large-scale solar energy systems.

CRC Comment

1. The use of long-standing moratoria should generally be avoided to the extent practicable, as they are intended to serve as temporary measures while regulatory updates are developed. The referring board should clarify whether progress has been made on the proposed code updates and whether these revisions are approaching completion.

Attachments:

1. Local Law

CPB Comments

1. The referring Board should be aware of potential legal changes at the State level regarding limitations on moratorium extensions. Proposed legislation—New York Senate Bill S8119A and New York Assembly Bill A9087, collectively referred to as the Community Solar Act—would place restrictions on the extension of municipal moratoria. Specifically, the legislation provides that “a moratorium may be extended only once for an additional period not exceeding six months.” In light of these potential statutory changes, the County Planning Board encourages the Town to complete and adopt the relevant code provisions in a timely manner, preferably prior to the enactment of these State regulations. Doing so would help ensure that the Town retains adequate flexibility in finalizing its regulatory framework.
2. The County Planning Board encourages the referring Board to consider whether a six-month moratorium will provide sufficient time to adequately review and revise the applicable local law. The Board would also appreciate receiving updates regarding the Town’s progress in evaluating and amending the relevant code provisions during the moratorium period.
3. The County Planning Board recommends that the Town consider addressing code provisions related to large-scale solar energy systems and large-scale battery energy storage systems as separate regulatory efforts, where feasible. Specifically, the Board suggests reviewing and revising these sections independently rather than simultaneously. If possible, the Town may wish to prioritize completion of the large-scale solar energy system

regulations first, followed by the battery energy storage system provisions. This phased approach could allow the Town to reduce the duration of the moratorium as it pertains to large-scale solar energy systems while continuing to develop appropriate standards for battery energy storage systems.

Board Motion: To retain referral 41-2026 as a class 2 and return to the local board with recommendation for approval with comments.

Motion made by: Paul Passavant, **seconded by:** Leonard Wildman. **Vote:** Yes 13, No 1, Abstained 1 (Ruth Cahn). **The motion:** Passed.

13. Village of Naples

42-2026 (Class 2/D) 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/D
Property Information (Address & ID):	N/A

Description & Review Comments:

The code section amendment was referred in January 2026 as referral 15-2026 – and was recommended for disapproval with comments/findings. The referral is now back (as 42-2026) with additional revisions.

In January 2026, the amended section revised the standards governing development near streams and watercourses. The changes retained (in 42-2026) from January 2026 are listed below:

1. Stream / Watercourse Setback
 - Existing Code: Prohibited structures within 100 feet of the bed of a stream carrying water an average of six months per year, with several public and private access-related exceptions.
 - Amended Code: Prohibits structures within 50 feet of the top of the bank of a watercourse, measured to the closest point of the proposed structure.
2. Definitions Added
 - Existing Code: Contained no specific definitions related to streams or banks.
 - Amended Code: Adds detailed definitions for:
 - Top of bank
 - Bed of watercourse
 - Bank of watercourse
 - Watercourse

In March 2026, additional amendments were made, adding back code sections 385-9(B)(2-4) related to prohibitions on off-site use of stripped or excavated topsoil, restrictions on earth movement or fill that adversely affect other properties, and encouragement of retaining natural features such as trees, brooks, drainage channels, and views. Section 385-9(B)(1)(b) was also added back in, allowing a range of additional exceptions, including private bridges, fords, drainage structures, and embankments necessary for access, subject to findings that no material adverse impact would occur.

January 2026 OCSWCD Comment

1. The Ontario County Soil and Water District (OCSWCD) has major concerns with the text amendment to the Naples Village Code reducing stream setback from 100 ft. to 50 ft. Plans that do not meet the current setback requirement of 100 ft. should have a review process to determine whether there are concerns regarding proximity to the waterway, including flooding, stream bank erosion or structural integrity of buildings. Setback requirements are put in place to protect homeowners. Project designs that adequately address waterways within plans have the option for a variance to be granted where appropriate. The OCSWCD spends considerable time and resources on properties where development occurred without adequate consideration for waterways.

Relevant January 2026 Staff Comments

1. The amended code defines “top of bank” but does not specify how it is to be identified in the field or who determines its location. The referring Board may wish to consider requiring verification by a licensed professional (e.g., engineer, surveyor, or environmental professional) to ensure a consistent and enforceable application.
2. The reduction from a 100-foot setback measured from the stream bed to a 50-foot setback measured from the top of the bank represents a substantial change in environmental protection. The Board may wish to consider whether the reduced setback adequately protects water quality & quantity – which is a stated goal in the Ontario County Planning Board Bylaws.
3. The amended section regulates structures but does not address grading, filling, or vegetation removal within the setback area. The Board may wish to consider whether additional standards are needed to regulate land disturbance within the buffer to prevent erosion, sedimentation, or downstream impacts.

January 2026 CRC Comment

1. Does the adoption of this code change require a SEQR determination other than unlisted?

January 2026 CPB Comment

1. The County Planning Board recommends that the Town consider retaining its existing zoning standards and continue to evaluate area variance requests on a case-by-case basis. The Zoning Board of Appeals has an established and adequate review process to ensure individualized consideration of such requests.

Staff Comment

1. Section 385-9(B)(1), the first paragraph, has a typo in it. There are two parentheses at the end of (as hereinafter defined)).

Attachments:

1. Text Amendment
2. Current Code Section
3. Buffer Map Visual

CPB Comment

1. The Ontario County Planning Board would like to reiterate that the referring Board is strongly encouraged to consider the County Planning Board's and specifically the Ontario County Soil and Water Conservation District comments provided in January 2026 — *"The Ontario County Soil and Water District (OCSWCD) has major concerns with the text amendment to the Naples Village Code reducing stream setback from 100 ft. to 50 ft. Plans that do not meet the current setback requirement of 100 ft. should have a review process to determine whether there are concerns regarding proximity to the waterway, including flooding, stream bank erosion or structural integrity of buildings. Setback requirements are put in place to protect homeowners. Project designs that adequately address waterways within plans have the option for a variance to be granted where appropriate. The OCSWCD spends considerable time and resources on properties where development occurred without adequate consideration for waterways"*.

Board Motion: To retain referral 42-2026 as a Class 2 and return to the local board with the recommendation of disapproval with comments. Based on consideration of the referral, review comments and findings included herein, there is the potential for significant adverse county-wide and/or inter-municipal impacts.

Findings

1. The Board has an interest in reducing stormwater quality and quantity impacts on downstream properties. The Board also has an interest in protecting the integrity of Ontario County's natural resources, such as its lakes, streams, forests and other natural areas, as many of these resources cross municipal boundaries, impact tourism and residents' perception of quality of life, and contribute to the local economy. Degradation of these resources can have inter-municipal or countywide impacts. For example:
 - wetlands filter waters that drain into lakes or infiltrate into aquifers used for municipal wells,
 - filling floodplain areas, and often other site disturbances, increases downstream flood risk, and
 - insufficient storm water management practices can negatively impact water quality, tourism, and agriculture.
2. The lakes, streams, forests and other natural resources play an important role in the agriculture and tourism sectors of the Finger Lakes regional economy. It is County policy to ensure the use of best practices for minimizing water quality and quantity impacts.
3. Protection of County and State habitat (i.e. trout streams) is in the best interest of the Municipality/County/State.
4. Appropriate land uses are an important element of water resource and habitat protection.

5. The County Planning Board strongly reiterates the Ontario County Soil and Water Conservation District (OCSWCD) comment.

Motion made by: Dan Crowley, **seconded by:** Ryan Wilmer. **Vote:** Yes 14, No 0, Abstained 1 (Paul Lambiase). **The motion:** Passed.

14. Privilege of the Floor

Planning Department Updates:

- Review of the County Planning Board (CPB) contact list.
- Review of the tentative schedule for Wednesday (CPB night) 6:00 PM in-person trainings.
- Review of County Road Access Management / Complete Streets Policy Project Schedule.
- Announcement that the CPB Annual Report was presented to the Planning and Environmental Quality Committee.

15. Upcoming Meetings and Important Dates

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.

16. Upcoming Trainings:

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 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

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:

Board motion to: Adjourn. **Motion made by:** A.J. Magnan, **seconded by:** Chris Mergler, **Vote:** Yes 15, No 0, Abstained 0. **The motion:** Passed. The Ontario County Planning Board meeting was adjourned at 8:26 PM.

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General Information

The Ontario County Planning Board (CPB) was established by the Ontario County Board of Supervisors under the provision of NYS General Municipal Law Article 12-B Section 239-c. County Planning Boards. The state legislature determined in §239-c. 1. (a), (b), (g) & (f):

1. Legislative findings and intent. The legislature hereby finds and determines that:

(a) Significant decisions and actions affecting the immediate and long-range protection, enhancement, growth and development of the state and its communities are made by county planning boards.

(b) County planning boards serve as an important resource to the state and its localities, helping to establish productive linkages between communities as well as with state and federal agencies.

(f) The great diversity of resources and conditions that exist within and among counties requires consideration of such factors by county planning boards.

(g) It is the intent of the legislature therefore, to provide a permissive and flexible framework within which county planning boards can perform their power and duties.

Note: I, (d), and (e) refer to the county comprehensive plan.

The CPB membership consists of one representative from each of the 16 towns and 2 cities who are selected by the town board or city council and formally appointed by the Board of Supervisors for terms of 5 years. Members representing a town, also represent any village(s) located with the town.

General Summary of CPB Review Responsibilities

This section provides a general summary of the CPB's roles and responsibilities. The specific responsibilities of a county planning board are found in §239 l, m, & n and the CPB Bylaws approved by the Ontario County Board of Supervisors. (Links: Complete §239 text Page151: [Guide to NYS Planning and Zoning Laws](#) and [Ontario County Planning Board Bylaws under "Quick Links"](#))

The Ontario County Planning Board reviews certain zoning and planning actions prior to the final decision made at the village, town, or city level and makes a recommendation to the municipality. Although CPB review is required, the action is advisory in nature and can be overridden at the local level (super majority if a recommendation for denial or approval without recommended modification).

NYS law spells out the types of actions reviewed by the CPB:

- Adoption or amendment of zoning regulations (text and/or map)
- Comprehensive plans
- Site plan approvals
- Special use permits
- Variances
- Any special permit, exception, or other special authorization which a board of appeals, planning board or legislative body is authorized to issue under the provisions of any zoning ordinance
- Subdivisions

NYS law specifies that CPB is required for the above actions to occur on real property lying within a distance of 500 feet from any:

- Boundary of any city, village, or town boundary
- Existing or proposed county or state park or other recreation area,
- Right-of-way of any existing or proposed county or state parkway, thruway, expressway, road or highway, existing or proposed right-of-way,
- Stream or drainage channel owned by the county or for which the county has established channel lines, or
- Existing or proposed boundary of any county or state owned land on which a public building or institution is situated.

General Procedures

The Ontario County Planning Board meets once each month to review referred local actions for intermunicipal and countywide impacts. They are separated into two categories: Class 1 & Class 2. Class 1s are applications that the CPB has formally decided have little potential intermunicipal or countywide impact. For Class 2 applications, the CPB has determined that there will be potential impacts before voting to approve, modify or deny.

Legal Obligations for Referring Agencies

Class 1: If an application has been returned to the referring agency as a Class 1, then the only requirement is that they consider any Board comments forwarded to them by the CPB. Referring agencies are asked to read any Board Comments into the minutes of a meeting or hearing held for the subject application.

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Class 2: If the CPB has voted to deny or modify a referred application, then the local board needs a majority plus one vote of their full board to act contrary to that decision. CPB approvals without modification require no extraordinary local action. However, in all cases, the referring agency is still required to consider CPB comments as they would for Class 1 applications.

Incomplete Applications

Referrals need to meet the definition of “full statement of such proposed action” in NYS General Municipal Law. The CPB’s determination regarding the completeness of a particular application is supported by factual findings and is made, whenever practical, after consulting with the submitting official or the chairs of referring agencies. The CPB will not make a recommendation on an application that they have determined to be incomplete. NYS General Municipal Law, Article 12-b Section 239-m I

Reporting back to the CPB

Report of final action – Within thirty days after final action, the referring body shall file a report of the final action it has taken with the county planning agency or regional planning council. A referring body which acts contrary to a recommendation of modification or denial of a proposed action shall set forth the reasons for the contrary action in such report.”

NYS General Municipal Law, Article 12-b Section 239-m, Part 6.

Administrative Reviews

The Ontario County Planning Department prepares administrative reviews of referrals as authorized, in accordance with the CPB bylaws. The bylaws include criteria that identify applications that are to be reviewed administratively and specify the applicable recommendations that are to be made to the municipality. AR 1 is an administrative review that is a Class 1 and AR 2 is a review that is a Class 2. An AR 2 requires a majority plus one for the local board to act contrary to the recommendation for disapproved just like Class-2 referrals reviewed by the full Board. The following table summarizes the policies under which administrative review is allowed and guidance regarding class designation and recommendation based on the CPB bylaws.

Administrative Review (AR) Policies:– Ontario County Planning Board By-Laws Appendix D	
AR Policy 1	Any submitted application clearly exempted from CPB review requirements by intermunicipal agreement
AR Policy 2	Applications that are withdrawn by the referring agency
AR Policy 3	Permit renewals with no proposed changes
AR Policy 4	Use of existing facilities for a permitted use with no expansion of the building or paved area (Applications that include specially permitted uses or the addition of drive through service will require full Board review)
AR Policy 5 A. Class 2 Denial	Applications involving one single-family residential site infringing on County owned property, easement or right-of-way.
AR Policy 5 B. Class 2 Denial	Applications involving one single-family residential site adjoining a lake that requires an area variance
AR Policy 5 C.	All other applications involving a site plan for one single-family residence.
AR Policy 6	Single-family residential subdivisions under five lots.
AR Policy 7 A. Class 2 Denial	Variances for signs along major designated travel corridors.
AR Policy 7 B.	Applications involving conforming signs along major travel corridors.
AR Policy 8	Co-location of telecommunications equipment & accessory structures on existing towers and sites (Applications that require a special use permit or for new towers or increasing the height of an existing tower require full Board review)