

ONTARIO COUNTY COORDINATED REVIEW COMMITTEE MEETING

Tuesday, July 7, 2026, Time: 3:30 PM
20 Ontario St., Room 229, Canandaigua, NY 14424

1. Call to Order

Assistant Chair Magnan called the Tuesday, July 7, 2026, Ontario County Planning Board meeting to order at 3:30 PM.

2. Roll Call

Upon roll call, the following members were:

Present:

Burch Craig
Stephen High
A.J. Magnan
Paul Passavant
Leonard Wildman
Ryan Wilmer

Present - 6, Absent - 0, Excused - 0

Guests: None

3. 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.

4. New Business:

5. Town of Bristol

101-2026 (Class 1) Special Use Permit for an attached accessory dwelling unit home (575 SF) addition at 4976 State Route 64.

Municipality: Town of Bristol
Referring Board: Zoning Board of Appeals
Application Special Use Permit
Type:
Class: Class 1

Property Information (Address & ID):	152.00-1-77.100
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Description & Review Comments:

Accessory dwelling units are a specially permitted use in all zoning districts, provided it is located on the same parcel as the principal residential dwelling unit – per Town Code §350-54.1 (C & D).

The subject parcel is 45.8 acres. The addition is to the northern side of the existing structure. According to the submitted materials, the addition will take up 2,500 SF. Disturbance is estimated at 0.08 acres.

Some relevant definitions (per Town of Bristol Zoning Code §350-54.1 Accessory Dwelling Units) include:

- Accessory Building – “A detached building on the same lot with and of a nature customarily incidental and subordinate to the principal structure.”
- Accessory Dwelling Unit – “An accessory dwelling unit (ADU) is an independent residential dwelling unit located on the same lot as a stand-alone (i.e., detached or encompassed within) single-family home. See § 350-54.1H (Maximum gross floor area).”
- Dwelling Unit – “One or more rooms with provision for living, cooking, sanitary and sleeping facilities arranged for the use of one family.”
- Dwelling, Two-Family – “A building containing two dwelling units.”

According to Oncon:

- Mud Creek lies on the rear (western) portion of the parcel.
- FEMA Q3 Floodplains, and Draft 100- and 500-Year Flood zones surround Mud Creek.
- National Wetlands, and NYDSEC Informational and Jurisdictional wetlands exist on the parcel.
- Ecological Communities: Land east of Mud Creek consists of (shallow and deep emergent) marshland and shrub swamp. The area where the house and addition is proposed is on mowed lawn. Land west of Mud Creek is forested (Appalachian Oak—Hickory Forest and Successional Northern Hardwoods).
- Soil disturbed is Naples Creek Silty Clay Loam (hydric, moderately high permeability, very high erodibility, is prime farmland if drained, and is in hydrologic soil group B/D).
- Land disturbed has little to no slope (0-3% gradient). The area east of Mud Creek has little to no slope. The area west of Mud Creek has an extremely steep slope (31–60% gradient), sloping downhill towards the stream.

Comments

1. Within/along the parcel are DEC Informational Wetlands and will require a Jurisdictional Determination request from the NYSDEC.
2. The applicant and referring agency are strongly encouraged to involve the Ontario

County Soil and Water Conservation District as early in the review process as possible to ensure adequate septic function/capacity is available for the addition.

CRC Comments

1. The referring Board should consider clarifying the definition of "Accessory Dwelling Unit (ADU)," as the current language is ambiguous. Specifically, the phrase "encompassed within" is unclear and may conflict with the definition of an "Accessory Building," which is limited to a detached structure. Clarifying these definitions would improve consistency and administration of the zoning regulations.
2. The referring Board should consider whether the proposed project meets the definition of a two-family dwelling under the Town of Bristol Zoning Code. As a permitted use in the A-C (Agriculture-Conservation) District, such a classification may eliminate the need for a Special Use Permit.

Attachments:

1. Aerials
2. Plans
3. ZBA App
4. SEAF

6. Town of Farmington

102.0-2026 (Class 1) Special Use Permit and Site Plan for a proposed 3.6 MW AC large-scale solar energy system at 5601 State Route 96. 102.0-2026 is regarding the Special Use Permit, and 102.1-2026 is for the Site Plan.

Municipality: Town of Farmington
Referring Board: Planning Board
Application Type: Special Use Permit
Class: 1
Property Information (Address & ID): 30.00-1-36.111

Description & Review Comments:

The project that is being developed will participate in New York's NY-Sun Community Solar Program, allowing residents, businesses, and other customers to subscribe to a portion of the project's energy production and receive credits on their electric bills. The project is intended to support New York's clean energy goals by generating renewable electricity while providing subscribers with lower energy costs. The applicant states that the site was selected based on factors including solar exposure, site accessibility, environmental constraints, topography, available electrical infrastructure, and the willingness of the property owner to participate.

The project is proposed on a 50.6-acre parcel, with the solar array occupying approximately

16.45 acres in the southern, currently forested portion of the property. Disturbance is estimated at roughly 17.52 acres and 16.8 acres of forested land and 3.5 acres of grassland/shrubland is to be removed. The northern and central portions of the site contain an existing industrial fabrication and machine shop. A wetland delineation identified six wetlands on the property, including one confirmed New York State-regulated wetland and five wetlands that may be federally regulated pending additional review by the U.S. Army Corps of Engineers. According to the applicant, the current site layout avoids impacts on the state-regulated wetland while evaluations of potential federal permitting requirements continue. The facility will interconnect to an existing RG&E distribution line along NY-96.

The proposed facility will include approximately 7,900 solar panels mounted on single-axis tracking systems supported by galvanized steel piles driven approximately 10 to 12 feet into the ground. Supporting infrastructure will include underground electrical collection lines, transformers, switchgear, gravel access roads, and a seven-foot chain-link security fence with vehicle and pedestrian access gates. Most electrical conductors will be installed underground, with a short overhead connection to the existing utility line. Swales and culvert pipes will be utilized for stormwater management.

Construction is expected to take approximately six to eight months and will involve clearing vegetation where necessary, limited grading, installation of temporary staging areas, construction of access roads, and installation of the solar array and associated electrical equipment. After construction, disturbed areas beneath and between the solar panels will be seeded with low-growing, non-invasive, pollinator-friendly vegetation to stabilize soils and reduce maintenance needs. While at this time a specific grazer(s) for the Project has not yet been identified or contracted with, to the maximum extent possible, the Applicant will undertake good-faith efforts to utilize local shepherds. The site will be monitored, so vegetation height does not reach above the lowest point of the solar modules, at an assumed height between 24–30 inches above grade. Should any of the vegetative screening plantings need to be replaced due to declining conditions, they will be replaced during the next seasonal growing cycle.

Materials will be delivered by truck during construction, although the applicant does not anticipate significant traffic impacts. Approximately 25 to 30 workers are expected during the construction period, with operations and maintenance visits occurring about once per month after the facility becomes operational.

The applicant has submitted a Decommissioning Plan describing how the solar facility will be removed at the end of its useful life or if it is deemed abandoned. The plan provides for the removal of all project components, including solar panels, racking, fencing, electrical equipment, foundations, access roads, and underground wiring. Recyclable materials, including steel, aluminum, copper, and concrete, will be recycled where practical, and the site will be restored by de-compacting soils, backfilling excavated areas, reseeding disturbed areas with native vegetation, and implementing erosion and sediment controls until the site is stabilized. The applicant states that solar facilities are generally designed to operate for 20 to 30 years.

The plan also establishes procedures for determining project abandonment, consistent with the Town Code, and requires decommissioning to be completed within one year following the end of the project's useful life or an official determination of abandonment. There is a decommissioning bond of \$420,332.00, based on a third-party engineer's estimate of decommissioning costs plus a 10 percent contingency. The bond would remain in effect for the life of the project and be updated every five years to reflect current costs.

An emergency response plan was submitted as well. The site will be served by Farmington Volunteer Fire Association, Victor Farmington Volunteer Ambulance, and Canandaigua Emergency Squad. A road, bridge, and culvert structural analysis was submitted as well.

According to Oncor:

- Parcels to the north (across SR96) and an adjacent parcel to the west is in the Ontario County Agricultural District.
- Surrounding parcel land uses vary – there is a mix of commercial, industrial, vacant (commercial and industrial), and agricultural.
- A stream runs through the northern end of the parcel.
- National and NYSDEC informational wetlands are located on the parcel.
- Slope disturbed is little to none (0-3% gradient).
- Soil disturbed is predominately Kendaia Loam (hydric, moderately high permeability, medium erodibility, is prime farmland if drained, and is in hydrologic soil group B/D).
- The forest to be removed consists of successional northern hardwood.

Comments

1. The referring Board should ensure that the applicant has adequately evaluated potential glare impacts associated with the proposed solar facility. If required based on the project's location, the Board should verify that the applicant has obtained all necessary determinations or approvals from the Federal Aviation Administration (FAA) and the New York State Department of Transportation (NYSDOT) to ensure that glare from the facility will not adversely affect aviation or highway safety.
2. Protection of community character is a stated goal of the Ontario County Planning Board. The referring Board should ensure that proposed landscaping and buffering are sufficient to minimize visual impacts on adjacent properties and nearby public roadways throughout the life of the project.
3. Protection of water quality/quantity is a stated goal of the Ontario County Planning Board. It should be ensured that all wetland buffers be maintained per NYSDEC and Army Corps of Engineers requirements.
4. The Board encourages the use of agrivoltaics where possible.
5. Will there be any additional battery energy storage onsite? Is there space for it in the future?
6. The County Planning Board recommends that the County develop a comprehensive inventory of existing energy infrastructure, including available generation and transmission capacity, as well as the location of existing large-scale solar energy facilities throughout the County. Such an inventory would provide a valuable foundation for informed planning and zoning decisions at both the municipal and county levels.

Attachments:

1. Aerials
2. Overall Site Plan
3. Grading Plans
4. Plan Set
5. Photo Simulations
6. FEAF

7. Submittal Letter
8. Project Narrative
9. Op and Maint Plan
10. Decommissioning Plan
11. Soil Letter
12. Bridge and Culvert Analysis
13. Driveway Analysis
14. Emergency Plan
15. Data and Specs
16. SUP Criteria
17. NYSDEC Jurisdictional Determination
18. RGE Report
19. Ground Lease
20. Construction Schedule
21. MTOD Compliance Letter
22. NYOPRHP Letter
23. Soil Sampling Plan
24. Full Application - 296 pages

102.1-2026 (Class 1) Special Use Permit and Site Plan for a proposed 3.6 MW AC large-scale solar energy system – at 5601 State Route 96. 102.0-2026 is regarding the Special Use Permit, and 102.1-2026 is for the Site Plan.

Municipality: Town of Farmington
Referring Board: Planning Board
Application Type: Site Plan
Class: Class 1
Property Information (Address & ID): 30.00-1-36.111

Description & Review Comments:

See 102.0-2026.

Attachments:

None

7. Town of Geneva

103-2026 (Class 2) Local Law adding the definition "Lodging Facility" and to amend the permitted uses in the Lake View Overlay District.

Municipality: Town of Geneva
Referring Board: Town Board

Application Type:	Text Amendment
Class:	Class 2
Property Information (Address & ID):	N/A

Description & Review Comments:

The proposed text amendment establishes a definition for "lodging facility," a term currently referenced in code section §165-19B(3) (Lake View Overlay District – Permitted Uses) but not defined in the existing zoning code.

Lodging Facility is to be defined as– *“A building constructed in accordance with the Building Code of New York State that provides no more than 14 rooms for sleeping to accommodate an occupancy that is primarily transient in nature; not to include a single family or two-family dwelling.”*

Transient occupancy is defined as *"the temporary occupancy of a unit, group of units, dwelling or portion of a dwelling, hotel, or other building for periods of less than 30 days or one calendar month, whichever is less."*

The amendment also repeals and replaces §165-19B(3) Lake View Overlay District - Permitted Uses. This amendment removes "country inn" as a permitted use within the Lake View Overlay District. "Lodging facilities" remain a permitted use *only* within the Lake View Overlay District under both the current and proposed zoning code.

Comment

1. The referring Board may wish to ensure that the newly defined "Lodging Facility" use is clearly distinguished from existing lodging-related uses (such as hotels, motels, inns, short-term rentals, or bed-and-breakfasts) to avoid potential ambiguity regarding applicable zoning standards and permitting requirements.

Attachments:

1. Local Law 4-2026

8. Town of Gorham

104-2026 (Exempt) Subdivision of a 133.1-acre lot into two parcels (Lot 1: 5.8-acres and Lot 2: 127.3-acres) at 5328 West Swamp Road.

Municipality:	Town of Gorham
Referring Board:	Planning Board
Application Type:	Subdivision
Class:	Exempt
Property	157.00-1-19.000

**Information
(Address & ID):**

Description & Review Comments:

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

Attachments:

1. Subdivision Plat
2. PB App
3. SEAF

9. Town of South Bristol

105-2026 (Exempt) Site Plan for a 352 SF shed at 6985 State Route 21.

Municipality: Town of South Bristol
Referring Board: Planning Board
Application Site Plan
Type:
Class: Exempt
Property 191.17-1-20.111
**Information
(Address & ID):**

Description & Review Comments:

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

Attachments:

1. Site Plan
2. Survey
3. PB App
4. SEAF
5. Project Description
6. NYSPRHP Letter
7. ZBA Dec
8. Ag Data Statement

10. Town of Victor

106-2026 (Exempt) Area Variance to construct a 720 SF forward of the front line of the principal structure accessory structure (temporary greenhouse) at 7720 County Road 41.

Municipality:	Town of Victor
Referring Board:	Zoning Board of Appeals
Application Type:	Area Variance
Class:	Exempt
Property Information (Address & ID):	38.00-1-13.121

Description & Review Comments:

Exempt (See Exemption #1 of Appendix B of the OCPB Bylaws).

Attachments:

1. Greenhouse Location
2. Greenhouse Details
3. Test Questions
4. ZBA App
5. SEAF
6. Neighbor Letter
7. Owner Letter

107.0-2026 (Exempt) Area Variance and Site Plan re-approval to allow a front yard setback of 40 ft. for vehicle parking (Van Bortel Subaru) when 80 ft. is required at 6305 State Route 96. 107.0-2026 is related to the Site Plan and 107.1-2026 is for the Area Variance.

Municipality:	Town of Victor
Referring Board:	Planning Board
Application Type:	Site Plan
Class:	Exempt
Property Information (Address & ID):	28.04-2-64.100

Description & Review Comments:

Exempt (See Exemption #2 of Appendix B of the OCPB Bylaws).

NYSDOT Comment

1. The driveway apron that served the old building at address #6305 should be removed under a Highway Work Permit. This driveway apron doesn't meet commercial standards and can't be used as such, nor should it be left as a dead end this close to a parking lot.

Attachments:

1. Site Plan
2. Utility and Grading Plan
3. Landscaping and Lighting Plan
4. Setback Plan
5. Plan Set
6. Test Questions
7. Variance Resolution
8. Time Extension Resolution
9. PB App
10. ZBA App
11. SEAF
12. LOI

107.1-2026 (Exempt) Area Variance and Site Plan re-approval to allow a front yard setback of 40 ft. for vehicle parking (Van Bortel Subaru) when 80 ft. is required at 6305 State Route 96. 107.0-2026 is related to the Site Plan and 107.1-2026 is for the Area Variance.

Municipality: Town of Victor
Referring Board: Zoning Board of Appeals
Application Type: Area Variance
Class: Exempt
Property Information (Address & ID): 28.04-2-64.100

Description & Review Comments:

Exempt (See Exemption #2 of Appendix B of the OCPB Bylaws).

Attachments:

None

108-2026 (Class 1) Site Plan to expand the parking area with 41 new parking spaces (in addition to the existing 26 spaces) at 825 Phillips Road.

Municipality: Town of Victor
Referring Board: Planning Board
Application Type: Site Plan
Class: Class 1
Property Information (Address & ID): 15.01-1-40.000

Description & Review Comments:

The subject parcel is 5.4 acres. Disturbance is estimated at 0.40 acres. The building was formerly occupied by Horsepower Motors and later by Leonard's Trucking.

Donohoe Management has received strong interest from a prospective tenant seeking to occupy the building; however, additional parking is required on behalf of the tenant. As shown on the site plan, the project consists of a new asphalt parking area with 41 new parking spaces (9' x 18'), in addition to the existing 26 spaces located along the north side of the building. Two of the proposed parking spaces are ADA accessible. The parking layout includes associated 24-foot-wide drive aisles.

As part of the proposed expansion, two new building-mounted light fixtures are planned along the west elevation of the building. A monument sign and a building-mounted sign are also proposed and will be submitted to the Town of Victor Building Department for review and approval at a later date.

According to Oncor:

- The subject parcel has commercial land use. Surrounding land use is predominately commercial, with some vacant land on the adjacent parcels to the east.
- Land disturbed:
 - Little to no slope (0-3% gradient).
 - Primarily mowed lawn currently.
 - Arkport Fine Sandy Loam (not hydric, high permeability and erodibility, is prime farmland, and is in hydrologic soil group A).

Comment

1. Protection of water quality and water quantity is a stated objective of the Ontario County Planning Board. The referring Board should consider requiring appropriate stormwater management measures to mitigate potential increases in runoff associated with the proposed expansion of impervious surface resulting from the parking lot expansion.

CRC Comment

1. The Board encourages the applicant to consider incorporating electric vehicle charging stations as part of the proposed parking facility.

Attachments:

1. Aerials
2. Site Plan
3. Grading Plan
4. Plan Set

5. PB App
6. SEAF
7. LOI
8. Lighting Detail
9. Highway Comments

109.0-2026 (AR1) Special Use Permit and Site Plan for an antenna upgrade on an existing wireless telecommunications facility at 400-441 Commerce Drive. 109.0-2026 is regarding the Special Use Permit, and 109.1-2026 is for the Site Plan.

Municipality: Town of Victor
Referring Board: Planning Board
Application Type: Special Use Permit
Class: AR1
Property Information (Address & ID): 6.04-1-78.000

Description & Review Comments:

Policy AR-8: Co-location of telecommunication equipment and accessory structures on existing towers and sites

Co-location of telecommunication equipment and accessory structures on existing towers and sites has been determined by this Board to be a category of referrals with no potential countywide or inter-municipal impact. Proposals for specially permitted uses are not covered under this policy. Applications for new towers or increasing the height of an existing tower will require full Board review.

Final classification shall be Class 1

Findings:

1. The application proposes co-location of telecommunication equipment and accessory structures on existing tower and sites.
2. It does not include a proposal for a new tower or increasing the height of an existing tower.
3. The above-described application presents little potential for countywide or intermunicipal impact.

Final Recommendation — The CPB will make no formal recommendation on applications proposing only co-location of telecommunication equipment and accessory structures on existing towers and sites (Class 1).

Attachments:

1. Aerials
2. Plan Set

3. SUP App
4. Site Plan App
5. SEAF
6. LOI
7. Structural Analysis
8. Compliance Response
9. Legal Standards

109.1-2026 (AR1) Special Use Permit and Site Plan for an antenna upgrade on an existing wireless telecommunications facility at 400-441 Commerce Drive. 109.0-2026 is regarding the Special Use Permit, and 109.1-2026 is for the Site Plan.

Municipality: Town of Victor
Referring Board: Planning Board
Application Site Plan
Type:
Class: AR1
Property 6.04-1-78.000
Information
(Address & ID):

Description & Review Comments:

See 109.0-2026.

Attachments:

None

11. Village of Manchester

110.0-2026 (Technical Review) Technical Review for a local law amending Chapter 290 (Zoning) of the Code of the Village of Manchester to add regulations pertaining to solar energy systems. 110.0-2026 is regarding the Technical Review, and 110.1-2026 is for the Text Amendment.

Municipality: Village of Manchester
Referring Board: Village Board
Application Technical Review
Type:
Class: Technical Review
Property N/A
Information
(Address & ID):

Description & Review Comments:

The proposed local law amends Chapter 290 (Zoning) of the Village of Manchester Code by adding a new Section 290-29.1, "Solar Energy Systems," establishing regulations governing the installation of solar energy systems within the Village.

The proposed law would:

- Establish a purpose statement recognizing the public benefit of renewable energy while seeking to minimize adverse impacts on neighboring properties and protect the public health, safety, and welfare.
- Define two types of solar energy systems:
 - Major Solar Collection System
 - Minor Accessory Solar Collection System
- Permit — rooftop and building-mounted minor accessory solar collection systems as accessory structures in all zoning districts, subject to applicable building permits and, where otherwise required, site plan review. The law also establishes installation, inspection, battery storage, and abandonment requirements for these systems.
- Prohibit major solar collection systems in all zoning districts within the Village.
- Prohibit all ground-mounted and freestanding minor accessory solar collection systems throughout the Village.
- Exempt solar energy systems located on Village-owned property from the above prohibitions when their primary purpose is to benefit the Village of Manchester.

Comments

1. It is recommended the referring Board include legislative findings in the resolution explaining why a prohibition of certain solar energy systems is necessary, rather than permitting (or specially permitting) the use, subject to specific dimensional and screening requirements.
2. It is noted that the proposed local law prohibits all ground-mounted accessory solar collection systems while permitting roof-mounted systems. It is recommended the Village provide legislative findings (in the resolution) explaining the basis for this distinction and why ground-mounted systems are considered to have greater land use impacts.
3. In addition to “minimizing adverse impacts on neighboring properties and protecting public health, safety and welfare,” the referring Board may want to include additional areas of importance (i.e. protecting community character, historic resources, scenic views, and agricultural preservation) in their Purpose statement.
4. It is recommended the term solar “farm” be changed or omitted, as the term “farm” is already defined in the Village Code and is completely different in character.
5. It is recommended that the definitions of Major and Minor Solar Collection Systems be clarified. As written, references to onsite and off-site use and roof-mounted systems in the definition of a Major Solar Collection System may create confusion regarding which solar installations are intended to be permitted as minor accessory systems.
6. It is recommended that the definition of a Major Solar Collection System include “inverters” in the list of solar-related equipment, which are commonly a component of major solar collection systems.
7. The referring Board should consider revising the definition of a Minor Accessory Solar Collection System to include performance-based criteria in addition to, or in place of, the 4,000-square-foot size limitation. As drafted, the size cap may preclude larger buildings from installing rooftop solar systems sized to meet their onsite energy needs,

even when the systems remain an accessory to the principal use. In addition, the Board should consider an energy generation threshold, such as limiting a minor system to no more than 110% of the property's historical onsite energy consumption, with larger systems being classified as Major Solar Collection Systems. This approach would better distinguish accessory systems intended for onsite use from commercial-scale power generation.

8. It is recommended that the Village consider establishing development standards and, where appropriate, site plan review criteria for solar energy systems located on Village-owned property. Although such systems are exempt from the prohibition, applying consistent design and siting standards would further the stated purposes of the local law and promote compatibility with surrounding land uses.
9. The Village should consider clarifying the code to specify if a major solar collection system operated by the Village is permitted for off-site use / sale back to the grid.
10. It is recommended the code, additionally, reference the applicable New York State Building and Fire Code requirements and other applicable state regulations to ensure consistency with evolving standards governing battery energy storage systems.
11. The referring Board may want to add screening standards for permitted (rooftop) systems and maximum permitted height.
12. It is recommended that the Village consider adding provisions outlining the process for enforcing the removal of abandoned Minor Accessory Solar Collection Systems. Such provisions could clarify how abandonment is determined, establish notice and compliance procedures, and identify enforcement mechanisms to ensure timely removal.

Attachments:

1. Local Law
2. Resolution

110.1-2026 (Class 2) Technical Review for a local law amending Chapter 290 (Zoning) of the Code of the Village of Manchester to add regulations pertaining to solar energy systems. 110.0-2026 is regarding the Technical Review, and 110.1-2026 is for the Text Amendment.

Municipality: Village of Manchester

Referring Board: Village Board

Application Text Amendment

Type:

Class: Class 2

Property N/A

Information

(Address & ID):

Description & Review Comments:

At the request of the Village of Manchester, a Technical Review of the provided text amendment was conducted prior to the upcoming July 8, 2026, County Planning Board meeting. 110.0-2026 is for the technical review. This referral (110.1-2026) is for the same text amendment, but is subject to full County Planning Board review as a Class 2.

The proposed local law amends Chapter 290 (Zoning) of the Village of Manchester Code by adding a new Section 290-29.1, "Solar Energy Systems," establishing regulations governing the installation of solar energy systems within the Village.

The proposed law would:

- Establish a purpose statement recognizing the public benefit of renewable energy while seeking to minimize adverse impacts on neighboring properties and protect public health, safety, and welfare.
- Define two types of solar energy systems:
 - Major Solar Collection System or Solar Farm - *"An area of land or other area used for a solar collection system, other than a minor or accessory solar collection system, principally used to capture solar energy and convert it to electrical energy to transfer to the public electrical grid in order to sell electricity to or receive a credit from a public utility entity, but also may be for on-site use. Solar farm facilities consist of one or more freestanding ground - or roof-mounted solar collector devices, solar-related equipment and other accessory structures and buildings, including light reflectors, concentrators, and heat exchangers, substations, electrical infrastructure, transmission lines and other appurtenant structures and facilities."*
 - Minor Accessory Solar Collection System - *"A solar photovoltaic cell, panel, or array, or solar hot air or water collector device, which relies upon solar radiation as an energy source for collection, inversion, storage, and distribution of solar energy for electricity generation or transfer of stored heat, secondary to the use of the premises for other lawful purposes, with the total surface area of all solar collectors on the lot not to exceed 4,000 square feet."*
- Permit — rooftop and building-mounted minor accessory solar collection systems as accessory structures in all zoning districts, subject to applicable building permits and, where otherwise required, site plan review. The law also establishes installation, inspection, battery storage, and abandonment requirements for these systems.
- Prohibit major solar collection systems in all zoning districts within the Village.
- Prohibit all ground-mounted and freestanding minor accessory solar collection systems throughout the Village.
- Exempt solar energy systems located on Village-owned property from the above prohibitions when their primary purpose is to benefit the Village of Manchester.

Comments

1. It is recommended the referring Board include legislative findings in the resolution explaining why a prohibition of certain solar energy systems is necessary, rather than permitting (or specially permitting) the use, subject to specific dimensional and screening requirements.
2. It is noted that the proposed local law prohibits all ground-mounted accessory solar collection systems while permitting roof-mounted systems. It is recommended the Village provide legislative findings (in the resolution) explaining the basis for this distinction and why ground-mounted systems are considered to have greater land use impacts.

3. In addition to “minimizing adverse impacts on neighboring properties and protecting public health, safety and welfare,” the referring Board may want to include additional areas of importance (i.e. protecting community character, historic resources, scenic views, and agricultural preservation) in their Purpose statement.
4. It is recommended the term solar “farm” be changed or omitted, as the term “farm” is already defined in the Village Code and is completely different in character.
5. It is recommended that the definitions of Major and Minor Solar Collection Systems be clarified. As written, references to onsite and off-site use and roof-mounted systems in the definition of a Major Solar Collection System may create confusion regarding which solar installations are intended to be permitted as minor accessory systems.
6. It is recommended that the definition of a Major Solar Collection System include “inverters” in the list of solar-related equipment, which are commonly a component of major solar collection systems.
7. The referring Board should consider revising the definition of a Minor Accessory Solar Collection System to include performance-based criteria in addition to, or in place of, the 4,000-square-foot size limitation. As drafted, the size cap may preclude larger buildings from installing rooftop solar systems sized to meet their onsite energy needs, even when the systems remain an accessory to the principal use. In addition, the Board should consider an energy generation threshold, such as limiting a minor system to no more than 110% of the property's historical onsite energy consumption, with larger systems being classified as Major Solar Collection Systems. This approach would better distinguish accessory systems intended for onsite use from commercial-scale power generation.
8. It is recommended that the Village consider establishing development standards and, where appropriate, site plan review criteria for solar energy systems located on Village-owned property. Although such systems are exempt from the prohibition, applying consistent design and siting standards would further the stated purposes of the local law and promote compatibility with surrounding land uses.
9. The Village should consider clarifying the code to specify if a major solar collection system operated by the Village is permitted for off-site use / sale back to the grid.
10. It is recommended the code additionally reference the applicable New York State Building and Fire Code requirements and other applicable state regulations, to ensure consistency with evolving standards governing battery energy storage systems.
11. The referring Board may want to add screening standards for permitted (rooftop) systems and maximum permitted height.
12. It is recommended that the Village consider adding provisions outlining the process for enforcing the removal of abandoned Minor Accessory Solar Collection Systems. Such provisions could clarify how abandonment is determined, establish notice and compliance procedures, and identify enforcement mechanisms to ensure timely removal.

CRC Comments

1. The referring Board may wish to consider organizing the regulation of solar energy systems using the three-tier framework set forth in the NYSERDA New York Solar Guidebook. Doing so would provide clearer distinctions between system types and allow standards to be more appropriately tailored to the scale and potential impacts of each system. See link to NYS Solar Guidebook <https://www.nyserda.ny.gov/All-Programs/Clean-Energy-Siting-Resources/Solar-Guidebook>

2. The proposed prohibition of major solar collection systems may unnecessarily limit future land use opportunities. The referring Board may wish to consider allowing such systems in appropriate locations, such as brownfields, industrial properties, or large commercial rooftops, subject to Special Use Permit approval and appropriate standards.

Attachments:

None

12. Upcoming Trainings:

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

Monroe County Land Use Decision-Making Program

- [See link to register](#)
- Summer 2026 Program — Integrating Complete Streets Principles into Local Land Use Decisions
 - **Wednesday, July 15, 2026—4:00 PM–8:30 PM; Monroe Community College, 1000 E Henrietta Rd., Rochester, NY.**
 - Registration Deadline: Wednesday, July 8, 2026 (or until seats are filled).
- Fall 2026 Program: SEQRA and Site Plan Review
 - More details to come!

Livingston County Upcoming Trainings

- [See link to register](#)
- **Housing 360⁰– From Policy to Practice**
 - **1 Murray Hill Drive, Building 1 Conference Center, Mount Morris, NY**
 - Session 4: What Affordability Means: A Toolkit for Communities
 - **Wednesday, August 19, 2026–6:00 PM–7:30 PM**
 - Session 5: Housing-Friendly Zoning
 - **Wednesday, October 14, 2026–6:00 PM–7:30 PM**
 - Session 6: How to Improve Property Maintenance
 - **Wednesday, December 16, 2026–6:00 PM–7:30 PM**
- **Let's Plan! 2026: Land Use Training Series**
 - Session 3: Freshwater Wetlands Regulation Training
 - **Tuesday, September 8, 2026–6:00 PM–8:00 PM**
 - **Little Lakes Community Center, 4705 S Main St., Gymnatorium, Hemlock, NY**
 - Session 4: SEQR - Resources & Tools
 - **Tuesday, December 8, 2026–6:00 PM–8:00 PM; Government Center, 6 Court St., Room 205/208, Geneseo, NY**

Estabrook Municipal Bootcamp

- [See link to register](#)
- **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 Division of Local Government Services YouTube Training Page

- [See link](#)
- Topics include: Farmland Protection & Agricultural Viability, Floodplain Regulation for Local Board Review, and introductory webinars for new planning and zoning board members.
- The courses are 1–2 hours each. Send an email/screenshot of training to the County Planning Department for credit.

NYS DOS Regional onsite & Online interactive courses

- [See link](#)
- Includes a statewide schedule of NYS DOS onsite 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 is 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 Blasdel; 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 ZBA'S 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

13. Upcoming Meetings and Important Dates

The next associated Ontario County Planning Board meeting will be on July 8, 2026, at 74 Ontario St. Room 218 (Sessions Room), Canandaigua, NY at 7:00 PM. The next Coordinated Review Committee will be on August 11, 2026, at 20 Ontario St., 2nd Floor, Room 229 at 3:30 PM.

14. Adjournment:

The July 7, 2026 CRC Meeting was adjourned at 4:40 PM.