

ONTARIO COUNTY PLANNING BOARD

Wednesday, July 8, 2026, Time: 7:00 PM

Join from the meeting link

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

Meeting number (access code): 2343 871 0760

Meeting password: naMT52j8ZHe

Join by phone

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1. Call to Order

- a Chair Paul Passavant - Meeting - Call to order

2. Roll Call

- a Erin Holley - Roll Call

3. Approval of Minutes:

- a Paul Passavant / Kyle Ritts — Approval of the June 10, 2026, minutes.

4. Old Business:

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

5. New Business:

6. Town of Bristol

- a 2026- 2164 **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 Type:	Special Use Permit
Class:	Class 1
Property Tax ID:	152.00-1-77.100
Property Address:	4976 State Route 64

7. Town of Farmington

- a 2026- 2165 **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 Tax ID:	30.00-1-36.111
Property Address:	5601 State Route 96

a	2026-2170	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 Tax ID: 38.00-1-13.121 Property Address: 7720 County Road 41
b	2026-2171	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 Tax ID: 28.04-2-64.100 Property Address: 6305 State Route 96
1	2026-2172	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 Tax ID: 28.04-2-64.100 Property Address: 6305 State Route 96
c	2026-2173	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 Tax ID: 15.01-1-40.000 Property Address: 825 Phillips Road
d	2026-2174	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 Tax ID:	6.04-1-78.000
Property Address:	400-441 Commerce Drive

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- 1 2026- **109.1-2026 (AR1)** Special Use Permit and Site Plan for an antenna upgrade on an
2175 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:	Site Plan
Class:	AR1
Property Tax ID:	6.04-1-78.000
Property Address:	400-441 Commerce Drive

12. Village of Manchester

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- a 2026- **110.0-2026 (Technical Review)** Technical Review for a local law amending Chapter 290
2176 (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 Type:	Technical Review
Class:	Technical Review
Property Tax ID:	N/A
Property Address:	N/A

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- 1 2026- **110.1-2026 (Class 2)** Technical Review for a local law amending Chapter 290
2177 (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 Type:	Text Amendment
Class:	Class 2
Property Tax ID:	N/A
Property Address:	N/A

13. Privilege of the Floor

- a Everyone is welcome to attend, and I am especially targeting veterans and new forest owners. Please share information with your towns.

14. Upcoming Trainings:

- a 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., Gymnasium, 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 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 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

15. Upcoming Meetings and Important Dates

- a The next Coordinated Review Committee will be on August 11, 2026, at 20 Ontario St., 2nd Floor, Room 229 at 3:30 PM. The next associated Ontario County Planning Board meeting will be on August 12, 2026, at 74 Ontario St. Room 218 (Sessions Room), Canandaigua, NY at 7:00 PM.

16. Adjournment:

- a Meeting motion to adjourn