

Ontario County Planning Board

Jaylene Folkins, Chair
David Crystal, Vice Chair

ADMINISTRATIVE REVIEW REFERRAL			
The application described herein has been reviewed using an administrative review process established by the Ontario County Board of Supervisors (Resolution 540-2006). The subsequent official recommendation is derived from policies established by the Ontario County Planning Board. Recommendations for referrals not subject to administrative review can be found in the draft minutes from the respective CPB full board meeting.			
Referral No: 011 - 2016	Referring Municipality & Agency: Town of Canandaigua - Planning Board	Date Received: 12/29/2015	CPB Meeting Date: 01/13/2016
Type of Application: Special Use Permit		Administrative Review: Class: AR-1	
2. Applicant: Melissa Buchanan			
3. Property Owner (if different from the applicant): Mark Case			
4. Tax Map #: 70.11-1-24.000	Project Description: Special Use Permit for Sign at existing Studio B Fitness and Wellness Location. Project is located at 2465-2485 SR 332 in the Town of Canandaigua.		
Referral Recommendation: N/A			

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 the following roads as primary travel corridors for tourists visiting Ontario County:

- County Road 12
- Lakeshore Dr (City & Town of Canandaigua)
- Route 5 and 20
- State Rt 14
- State Rt 21
- State Rt 64
- State Rt 96
- State Rt 245
- State Rt 332
- US Route 20A

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.

B. Applications for signs complying with local limits on size and number.

Final Classification: Class 1

Findings

1. Signs that comply with local dimensional requirements will have the minimal practical level of impact on community character.

Final Recommendation: The CPB will make no formal recommendation to deny or approve applications for signs that comply with local limits on size and or number.

 FOR
Thomas Harvey, Director
Ontario County Planning Department

07. JAN. 16
Date

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 AR2 is a review as a Class 2 and require local board action if disapproved. The following table summarizes the administrative review policies specified in the bylaws.

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AR-2	Applications that are withdrawn by the referring agency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