

Ontario County Planning Board

Len Wildman, Chair
David Wink, 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: 169 - 2018	Referring Municipality & Agency: Town of Canandaigua - Planning Board	Date Received: 09/26/2018	CPB Meeting Date: 10/10/2018
Type of Application: Minor Subdivisi		Administrative Review: Class: AR 1	
2. Applicant: Venezia Associates			
3. Property Owner (if different from the applicant): Westbrook Holdings			
4. Tax Map #: 97.00-2-67.100	Project Description: Subdivision of 100 acre lot to create 3 lots on NYS 21 near Parrish Street Extension in the Town of Canandaigua.		
Referral Recommendation: The CPB will make no formal recommendation to deny or approve single family residential subdivisions under five lots.			

Policy AR-6: Single-family residential subdivisions under five lots

The intent of this policy is to:

- Address traffic safety along intermunicipal corridors by encouraging proper placement of residential driveways along County roads.
- Address impacts to ground and surface waters

Final Classification: Class 1

Findings

1. One-and two-family residential uses represent 63% of the 49,354 parcels on the 2017 Ontario County assessment roll. Between 2012 and 2017 1,067 single family residential parcels were added and 13 two-family were removed. These parcels represent 89% of all parcels added county-wide.
2. Collectively individual residential developments have significant impacts on surface and ground water.
3. Proper design of on site sewage disposal is needed to protect ground and surface waters.
4. Proper storm water and erosion control is also needed to achieve that same end.
5. Proper sight distance at access points along County roads is an important public safety issue of county wide significance.
6. Standards related to protecting water quality and traffic safety have been established by agencies such as the American Association of State Highway and Transportation Officials (AASHTO), and NYSEDC.
7. These issues can be addressed by consulting appropriate agencies during local review and ensuring

that those standards are met.

8. It is the position of this Board that properly designed residential subdivision under five lots have little countywide or intermunicipal impact.

Final Recommendation: The CPB will make no formal recommendation to deny or approve single family residential subdivisions under five lots.

Comments

1. The proposed 3 lot subdivision should be laid out to avoid construction of a driveway/road through the steep slope portion of the site.
2. The applicant should provide details on driveway spacing for driveways on both sides of SR 21. The property is not subject to access management regulations, however, typically access points are aligned or offset 125'. The following excerpt from the Town of Gorham access management regulations indicates typical access connection spacing standards for roads with a functional classification of arterial such as SR 21 in the Town of Canandaigua:

Posted Speed Limit (MPH)	Access Connection Space (ft.)	
	Arterial	Collector or Local
35 or less	245	125
40-45	440	245
>45	660	440

3. The conservation analysis suggests future plans to development homes sites, potentially as many as 66 units on 1 acre lots. That makes identifying appropriate road/driveway location(s) especially important.
4. The referring agency and applicant are encouraged to find ways to minimize the number of curb cuts by sharing driveways or providing cross access between the parcels.
5. The referring agency is encouraged to ensure that any required soil percolation tests are completed and considered during subdivision review.
6. The applicant and referring agency are also strongly encouraged to involve Canandaigua Lake Watershed inspector as early in the review process as possible to ensure proper design and placement of on site septic.
7. The applicant and referring agency are strongly encouraged to involve Canandaigua Lake Watershed Manager as early in the review process as possible to ensure proper design and implementation of storm water and erosion control measures.

Thomas Harvey, Director
Ontario County Planning Department

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)