

# Ontario County Planning Board

David Wink, Chair  
Len Wildman, 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.

<b>Referral No:</b> 196 - 2017	<b>Referring Municipality &amp; Agency:</b> Town of Canandaigua - Town Board	<b>Date Received:</b> 09/27/2017	<b>CPB Meeting Date:</b> 10/11/2017
<b>Type of Application:</b> Special Use Permit		<b>Administrative Review:</b> Class: AR-1	

### 2. Applicant:

Stellas Florist

### 3. Property Owner (if different from the applicant):

same

### 4. Tax Map #:

55.02-1-7.100

### Project Description:

Special use permit application for new conforming sign at Stellas Florist on SR 332 in Town of Canandaigua.

### Referral Recommendation: 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 SR 332 as primary travel corridor for tourists visiting Ontario County:

The intent is to protect the character of development along identified corridor 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 Linda Phillips*  
Thomas Harvey, Director  
Ontario County Planning Department

10-16-17  
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.

<b>Administrative Review Policies:– Ontario County Planning Board By-Laws Appendix D</b>	
<b>AR-1</b>	Any submitted application clearly exempted from CPB review requirements by intermunicipal agreement
<b>AR-2</b>	Applications that are withdrawn by the referring agency
<b>AR-3</b>	Permit renewals with no proposed changes
<b>AR-4</b>	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>
<b>AR-5 A. Class 2 Denial</b>	Applications involving one single-family residential site infringing on County owned property, easement or right-of-way.
<b>AR-5 B.</b>	Applications involving one single-family residential site adjoining a lake that requires an area variance
<b>AR-5 C.</b>	All other applications involving a site plan for one single-family residence.
<b>AR-6</b>	Single-family residential subdivisions under five lots.
<b>AR-7 A. Class 2 Denial</b>	Variances for signs along major designated travel corridors.
<b>AR-7 B.</b>	Applications involving conforming signs along major travel corridors.
<b>AR-8</b>	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)