

**Town of Richmond
Planning Board
MINUTES: November 21, 2024**

ATTENDEES:

David Richardson	Chairman	Present
Michael Baker	Member	Present
Connie Cooper	Member	Present
Doreen Knapp	Member	Present
Leonard Wildman	Member	Present
Scott Gillen	Member	Present
David Lortscher	Member	Present
Scott Flynn	Town Board Liaison	Present
Amanda Wayne	Secretary	Present

Public: Kayleigh Schultz (Zoning and Code Enforcement Officer), Steve Smith, Jeff & Elin Orman

Chairman David Richardson called the meeting to order at 7:00 pm with the Pledge of Allegiance.

Leonard Wildman made a motion to approve the September 26, 2024, meeting minutes at 7:04pm. David Lortscher seconded the motion; All were in favor.

New Business-

- **Minor Subdivision**—For property owned by Jeff Orman. 2 acres to be separated from property (via deed) for a one family dwelling. Property is located at 4876 Purcell Road; Hemlock, NY 14466. Tax map number: 134.00-1-26.211.

At 7:04pm, Chairman Richardson opened the discussion asking if there were any questions or concerns with the application. Leonard Wildman asked if there was minimum acreage that needed to be considered. The applicant confirmed that there were no road frontage concerns. There were no other questions raised.

At 7:06pm, Michael Baker made the motion to set this for public hearing at the December meeting. Leonard Wildman seconded the motion; All were in favor.

Chairman Richardson reminded the board, and public, that due to the holiday, the December meeting would be held 1 week early on Thursday, December 19, 2024, at 7pm. The applicant will be notified if this meeting is canceled or changed.

Public Hearing –

- **Authorization To Combine Parcels**—For property owned by Samantha Kennedy Tax map Number: 136.1.23.1 and 136.17.1.22.

At 7:07pm, Chairman Richardson announced that this matter is on hold and will not be discussed at tonight's meeting due to taxes not being paid by Escrow on one of the Kennedy's parcels. Ms. Kennedy expects this to be resolved prior to next month's meeting.

Old Business –

- **Site Plan** for the Valley Inn to use the lower level of the building as a restaurant at 8970 Main Street, Honeoye NY. Tax Map#135.14-1-16.000.

This is still tabled. No one from the Valley Inn was available to attend the meeting and there are multiple questions re: application & traffic study that still need to be answered.

Chairman Richardson received details from the Town's Attorney related to this matter and will forward these details to the board. The board would like the applicant to be notified formally (in writing) of the pending questions prior to this matter being reviewed at a meeting.

Doreen Knapp brought up the safety of fire, electrical, and plumbing in the building.

Kayleigh Schultz showed the board CAD drawn plans provided by the applicant. The board is expecting more professionally done work to address any code concerns.

It was discussed that the code is vague, and that the planning board is charged with considering anything that affects the health, safety, and welfare of town residents. Currently, the code doesn't require engineered drawings, however, the board agreed that this seems reasonable, and we may require them moving forward.

Standing Business

- **Planning Board Related Business**
 - **At 7:32pm Chairman Richardson asked if there was any more planning board related business.**
 - **Chairman Richardson shared that everyone should have received emails for required trainings.**

- At 7:33pm Connie Cooper brought up safety concerns on main street, specifically related to crosswalks, parking on bridge, etc and who is responsible for reviewing those items. Leonard Wildman shared that those decisions are from the DOT. Mr. Wildman states that Ms. Cooper should ask the town board for their support and then speak with a representative from the DOT for this area. Ms. Cooper also asked about the prior City of Hamburg city design that was presented to the board. Kayleigh Schultz shared that no-one carried that grant forward. It was shared that the Honeoye main street enhancement committee is using that same study for their current work.
- **Review Proposed Code Changes**
 - Code Review Committee Chair, Scott Flynn stated that the committee is starting to make progress, but there's a long way to go and a lot of work to do.
 - It was shared that the Town Supervisor said there is money set aside for the comprehensive plan, and that general code will review our codes to ensure that they fall in line with the new comprehensive plan. Will be sending out to review, they'll send back comments, and we'll hit those bullet points and make progress with those.
 - Short-term running through the legal team a few code changes that have been proposed in last meeting. It is expected to take 2 months or so to complete. These have a greater impact on the Zoning Board than Planning Board.
 - Below are the current items that are being reviewed/worked on:
 - Currently, residents can't build a barn in the agriculture district that is more than 200 sq feet. The committee is trying to change this to 1200 sq feet. The Zoning Board is reviewing many variances on these since most sheds are more than 200 sq feet.
 - Short-term rentals were being worked on but this item is currently tabled for the time being due to NYS legislation. The committee felt that it would be a waste of time to put together codes on something the state will build a law and dictate to the towns how to deal with those things.
 - Solar field information will be coming up. The solar field in town wants to expand, but that is at least 2 years away. There is currently research being done on this topic by Peter Ashe, the Town's Code Enforcement Officer.
 - Noise ordinance code appears to be outdated. The committee is confirming if one is required. If it is, the committee needs to revamp. And then determine how to enforce it. It was noted that most complaints are neighbor problems and should be handled through 911 system not the code office.

- A few things went to the town attorney for review and were received back. Those will be sent out soon.
 - Produce stands—trying to define what a roadside stand is. To qualify under the code currently, a resident must produce products on the parcel that the stand is on. Even if this is changed, the resident may still have to get a permit, so we can look at things (ex. Visibility). The board raised concerns over garage sales and the potential impact on those with this change.
 - History of these updates to the Planning Board was discussed and Chairman Richardson said this has always been done since he's been here but is unsure if this is a requirement.
 - The code review committee is made up of 2 members from the Planning Board, 2 from the Zoning Board, the code enforcement officer, and Scott Flynn.
- **Ontario County Planning Board Report**
 - Leon Wildman, the Town of Richmond's representative to the County Planning Board indicated that 29 properties for discussion last Wednesday, 11/13/24:
 - **Minimum size dwelling units (720 sq ft).** Looking to remove the minimum requirement for single family and multiple family dwelling units. This would open the door for tiny houses without a variance. All kinds of considerations. Discussed that on one hand it's less expensive housing (which there is a shortage of in our county), but on the other hand, some people don't want that. Offered several possibilities to think about.
 - **Geneva town, Dandy mini mart.** This went before board back in May and was denied since the applicant needed variances (area & use). The applicant submitted a new version of this plan, but there are a lot of other problems with this property. Driveway to exit so close to light only one car there, no one could turn. Trying to take an office building and put in 8 gas pumps and a mini mart. There are also Indian burial grounds on the property, the ground is not good for septic and there is no sewer (a raised septic bed takes up more space and there is no space). Recommended to town what problems were with the plan and proposed possible solutions.
 - **Town of Manchester, build a new library on a property where only agriculture is permitted so they're looking for use permits to do this.** It appears that the town doesn't want the library there, but they're entitled to a use permit. The board pointed out the advantages and disadvantages of the library, all think it would be great, but the town really doesn't want one in that location. Once they change the zoning for this property, it sets up future use for the building. Town of

Manchester and Farmington want to create a new building from scratch. Tried to point out difficulties with this property.

- **The Town of Naples, came forward asking for 12 month moratorium on building a huge solar farm, a version the state calls “mega solar” which covers more than 1 municipality. There are different rules that the state sets down for something that big. The town asked for 6-month moratorium 6 months ago but is now asking for 12 more months. Town and village have joint municipal government, some want this, and some don’t. Immense operations, solar and windmills, don’t think we’ve had something like this in Ontario county before. The 12-month request was approved, but it was noted that they don’t think the state will give much more time after the year is up.**
- **Chairman Richardson asked about attendance/conflicts for the 12/19/24 meeting. The following will be necessarily absent at this time: Doreen Knapp, David Lortscher, and likely Chairman Richardson. If anyone else is absent, there will not be a quorum, and the meeting will have to be cancelled.**
- **The need for a Planning Board Alternate member was discussed. It was shared that 3 people submitted letters of interest, but that they didn’t make it past the Town Board. The Planning Board has been without this role for over 2 years. Applicants said they never heard anything after submitting letters of interest. Scott Flynn to follow up on this and what happened.**
- **It was noted that there are expirations next month, and some people need to have their term reauthorized, which would occur at the Town Board Organizational meeting in January. Connie Cooper needs to be reupped. Need to post for alternate, after 12/31, probably need to post for a full-time member as well. Without having an alternate, there is an increased likeliness of another cancelled meeting due to not having a quorum.**

David Lortscher made a motion to adjourn the meeting at 8:34 pm. Leonard Wildman seconded the motion; All were in favor.

The next Planning Board Meeting will be held on Thursday December 19, 2024, at 7:00pm.

Respectfully submitted,

Amanda Wayne