

Town of Farmington

1000 County Road 8
Farmington, New York 14425

PLANNING BOARD

The first meeting of the Farmington Planning Board was held on January 21, 1959.

Wednesday, May 7, 2025 • 7:00 p.m.

MINUTES—APPROVED

The following minutes are written as a summary of the main points that were made and are the official and permanent record of the actions taken by the Town of Farmington Planning Board. Unless otherwise noted, remarks delivered during discussions are summarized and are not intended to be verbatim transcriptions. An audio recording of the meeting is made in accordance with the Planning Board adopted Rules of Procedure. The audio recording is retained for 12 months. Video recordings of the meetings are posted on the Town of Farmington’s YouTube channel (subscribe at youtube.com; enter Town of Farmington NY in the search box).

The meeting was conducted at the Farmington Town Hall and via remote video conference.

R = Attended via remote video conference.

Board Members Present: Edward Hemminger, *Chairperson*
Adrian Bellis
Timothy DeLucia
Regina Sousa
Douglas Viets

Staff Present:
Lance S. Brabant, CPESC, Town of Farmington Engineer, MRB Group D.P.C.
Ronald L. Brand, Town of Farmington Director of Development and Planning
Tim Ford, Town of Farmington Highway Superintendent
August Gordner, Town of Farmington Code Enforcement Officer; Farmington Fire Marshal
Paula Ruthven, Town of Farmington Zoning Officer

Attending:
Robert B. Hatch, L.S., Schultz Associates Engineers and Land Surveyors, 129 S. Union Street, Spencerport, N.Y. 14559
James Hood, Victor–Farmington Volunteer Ambulance Corps, 1321 East Victor Road, Victor, N.Y. 14564
Aubrae and Alan Lamparella, 227 Elder Drive, Farmington, N.Y. 14425
Tim Lawless, T&M Properties of WNY, LLC (Villager Construction), 1 Capron Street, Unit 3C, Rochester, N.Y. 14607

Michael Montalto, Costich Engineering, 217 Lake Avenue, Rochester, N.Y. 14608
J. Lincoln (Linc) Swedrock, P.E., BME Associates, 10 Liftbridge Lane East,
Fairport, N.Y. 14450

1. APPROVAL OF MINUTES

Minutes of April 16, 2025:

■ A motion was made by MR. VIETS, seconded by MR. BELLIS, that the minutes of the April 16, 2025, meeting be approved.

Motion carried by voice vote. Ms. Sousa abstained due to her absence from the meeting on April 16, 2025.

2. LEGAL NOTICE

None.

3. CONTINUED GRADING PERMIT

PB #2025-0202 Continued Grading Permit Application

Name: T&M Properties of WNY, LLC, (Villager Construction), c/o Michael Lawless, 1 Capron Street, Unit 3C, Rochester, N.Y. 14607

Location: Former site of Loomis Road Industrial Park, north side of Loomis Road

Zoning District: GI General Industrial District

Request: Grading Permit for Lot #1 of the Loomis Road Subdivision Tract, along the north side of Loomis Road, east of the intersection with Plastermill Road and south of Interstate Route I-90 (New York State Thruway).

On February 19, 2025, the Planning Board classified this application as a Type I Action under the provisions of the State Environmental Quality Review Act (SEQRA) and established the 30-day coordinated review period from February 20, 2025, to March 19, 2025.

On March 19, 2025, the Planning Board designated itself as the Lead Agency for making the SEQR Determination of Significance, determined that this application was complete, and scheduled the Public Hearing which was held on April 2, 2025.

On April 2, 2025, the Planning Board approved the SEQR Determination of Non-Significance and approved the Preliminary Site Plan with conditions (PB #2025-0202).

On April 16, 2025, the Planning Board continued the Grading Permit application to this evening's meeting (May 7, 2025).

On May 1, 2025, the Planning Board's draft resolution for this evening's consideration was sent via email to the applicants Michael and Tim Lawless of T&M Properties of WNY, LLC; to their engineer J. Lincoln Swedrock, P.E.; and to Project Manager Andrew R. Spencer, R.L.A., both of BME Associates.

Mr. Swedrock presented this application. Tim Lawless also attended.

Mr. Swedrock said that he and the applicants have had several meetings with the Town staff to address the board and staff comments from the discussion which held at the Planning Board meeting on April 16, 2025. He said that they came to an arrangement on the site work and that some of the construction materials and supplies may remain on the site in the area which is now occupied and identified as the Contractors' Storage Yard portion of the overall site.

Mr. Swedrock said that a lot of the items which were being staged on the site have been removed and that the applicants asked if the typical construction piping and erosion-control items could remain.

Mr. Brand said that he prepared a memorandum dated April 28, 2025, which was sent to the Planning Board, regarding the Town staff's meetings with Mr. Swedrock and the applicants regarding their discussions [on the condition of the site and draft conditions of approval of the Grading Permit *see* Attachment to Project Abstract #02]. Mr. Brand said that no additional comments to the memorandum were submitted and that he subsequently prepared a draft resolution for consideration by the board this evening for approval of the Grading Permit with conditions.

Mr. Gordner said that the Town staff met multiple times with Mr. Swedrock and the applicants, and that the staff thanks the applicants for addressing the Town's concerns with the site.

Mr. Brabant said that he had no issues with the draft Grading Permit resolution of approval with conditions and that MRB Group had provided the Town staff with a Grading Permit approval package which summarized the Town's requirements. Mr. Brabant said that all engineering issues have been addressed.

There were no additional comments or questions on this application this evening.

■ A motion was made by MR. BELLIS, seconded by MS. SOUSA, that the reading of the following resolution be waived, and that the resolution be approved as submitted by the Town staff:

**TOWN OF FARMINGTON PLANNING BOARD RESOLUTION
LOOMIS ROAD INDUSTRIAL PARK SITE, LOT #1**

PB #2025-0202

APPLICANT: T&M Properties of WNY, LLC, c/o Timothy Lawless and Michael Lawless, 1 Capron Street, Unit 3C, Rochester, N.Y. 14607

ACTION: Application for Approval with Conditions: Grading Permit for Loomis Road Park Subdivision Tract, located along the north side of Loomis Road, east of the intersection with Plastermill Road and south of Interstate Route I-90 (New York State Thruway). The Action involves site grading for the construction of 47,680 square feet of office and maintenance building and related site improvements.

WHEREAS the Town of Farmington Town Planning Board (hereinafter referred to as Board) tonight has continued a public meeting upon the above referenced proposed Action; and

WHEREAS a majority of the Board members, at the April 16, 2025, meeting expressed opposition to granting approval of the grading permit at that time and requested the applicants to work with Town Staff to prepare a new draft resolution that provides more details on the proposed grading permit to include the hours of operation by the applicant; and

WHEREAS the Board has since April 16, 2025, reviewed: the Town Engineer’s April 15, 2025, letter which notes that all previous site plan comments have been addressed and that the Stormwater Pollution Prevention Plan (SWPPP) has been satisfied; the April 28, 2025, memorandum from Ronald Brand, Director of Planning and Development, regarding draft conditions for approval of the requested Grading Permit; the April 25, 2025 letter from Linc Swedrock, P.E., BME Associates, submitted in response to the Planning Board’s previously expressed concerns; and a certified copy of Town Board Resolution #164-2025, dated April 29, 2025, directing the establishment of a Letter of Credit for a grading permit at the subject parcel.

NOW, THEREFORE, BE IT RESOLVED that the Board approves the proposed Grading Permit with the following conditions:

1. The construction materials/supplies that remain as of this date, may remain on the site and in the area now occupied and identified by the applicant as the Contractors’ Storage Yard portion of the overall site.

2. There shall be no new materials or equipment brought to this area until final site plan approval has been granted by the planning board which identifies the materials to be stored and a delineation of the contractors’ storage yard.
3. The hours of operation for any portion of the entire site shall continue to comply with those specified in the Town Code and in the Town Site Design and Development Criteria Manual.
4. There shall be no additional dumping of fill material on the site until the Excavation Permit has been issued by the Town Code Enforcement Officer. Then such hours of operation shall continue to be complied with.
5. The driveway from the contractors’ storage yard to Loomis Road has been improved by Villager Construction with road millings and approved by the Town Highway Superintendent. This driveway may continue to be used for the removal of the road material/ supplies that are presently being stored for the ongoing New York State Thruway Project, and all construction equipment is to use only this driveway and only during the established hours of operation.
6. Should any of these conditions be found in violation, then all site operations shall cease and desist until such violation has been resolved.

BE IT FURTHER RESOLVED that the applicants are to file the approved Letter of Credit for the proposed Grading Permit, in accordance with the approved Town Board Resolution #164-2025, in the Town Clerk’s Office prior to the Town Code Enforcement Officer scheduling a Pre-Construction Meeting.

BE IT FURTHER RESOLVED that the applicants are to attend a scheduled Pre-Construction Meeting, with Town Development Staff and the Town Engineer, prior to the Town Code Enforcement Officer issuing a notice to proceed with the requested site grading.

BE IT FINALLY RESOLVED that certified copies of this resolution are to be provided to the applicants and the applicants engineers, BME Associates; and certified electronic copies are to be provided to Town Development Staff and the Town Engineers.

The following vote on the above resolution was recorded in the meeting minutes:

Adrian Bellis	Aye
Timothy DeLucia	Aye
Edward Hemminger	Aye
Regina Sousa	Aye
Douglas Viets	Aye

Motion carried.

4. NEW FINAL FOUR-LOT SUBDIVISION PLAT

PB #2025-0403 New Final Four-Lot Subdivision Plat Application

Name: Tim Mattice, 1014 Dominion Drive, Katy, Texas 77450

Location: Mattice Subdivision Tract, Lot #1–Lot #4, located along both sides of Kyte Road, east of County Road 28.

Zoning District: A-80 Agricultural District

Request: Final Four-Lot Subdivision Plat approval of the proposed Mattice Subdivision Tract. The project proposes to subdivide 28.28 acres of land having an existing residential structure on one lot, an existing personal wireless cellular tower on a second lot and creating two vacant residential lots along both sides of Kyte Road, east of County Road 28 and south of the Thruway (I-90). The land is zoned A-80 Agricultural District; and scheduling a public meeting.

On April 2, 2025, the Planning Board approved the Four-Lot Preliminary Subdivision Plat with conditions for this project.

On April 16, 2025, the Planning Board determined that this application was complete and scheduled the consideration of this application for this evening’s meeting (May 7, 2025).

On May 1, 2025, the Planning Board’s draft resolution for this evening’s consideration was sent via email to the applicant Tim Mattice; and to his surveyor Robert B. Hatch, L.S., of Schultz Associates Engineers and Land Surveyors.

Mr. Hatch presented this application.

He said that all of the conditions of approval of the Preliminary Four-Lot Subdivision Plat have been addressed and that separate approvals for the personal wireless cellular tower on proposed Lot #2 have been received.

Mr. Brand said that a draft resolution for Final Four-Lot Subdivision Plat approval with conditions has been prepared for the board’s consideration this evening.

Mr. Hatch requested that the most recent revision date of the final plat be changed from 4/9/25 on the draft resolution to 5/2/25 on the final resolution. There were no objections to this amendment to the draft resolution.

There were no additional comments or questions on this application this evening.

■ A motion was made by MR. DELUCIA, seconded by MR. VIETS, that the reading of the following resolution be waived, and that the resolution be approved as amended:

**TOWN OF FARMINGTON
PLANNING BOARD RESOLUTION**

PB #2025-0403

APPLICANT: Timothy Mattice, 1014 Dominion Drive, Katy, Texas 77450

ACTION: Final Plat, Mattice Four-Lot Subdivision Tract, Lots 1 -4, Approval with Conditions.

WHEREAS the Town of Farmington Planning Board (hereinafter referred to as Planning Board) tonight has received an application for the above referenced Action and a Final Plat prepared by Schultz Associates, Engineers & Land Surveyors, P.C., identified as Project No. 24.315, Sheet No. 1 of 1, having the latest revision dated 4/9/25; and

WHEREAS the Planning Board has reviewed said information and a draft resolution prepared by the Town Director of Planning and Development.

NOW, THEREFORE, BE IT RESOLVED that the Planning Board approves the final plat map with the following conditions:

1. Final Plat Approval is based upon the above reference plat drawing having the latest revision dated 5/2/25; and
2. Final Plat Approval is valid for a period of 180 days from today and shall automatically expire unless the drawing has been signed by the Town Highway Superintendent and the Planning Board Chairperson.

BE IT FURTHER RESOLVED that the applicant’s land surveyor is to provide a mylar of the final plat drawing and two (2) paper copies for signing and then filing in the office of the Ontario County Clerk within 62 days of the date of signing by the Planning Board Chairperson.

BE IT FURTHER RESOLVED that the applicant’s land survey is to provide the Town Development Office with a copy of the recording in the office of the Ontario County Clerk.

BE IT FURTHER RESOLVED that an electronic version of the final plat map is to be submitted for electronic signing and filing in the Town Development Office.

BE IT FINALLY RESOLVED that certified copies of this resolution are to be sent to the Applicant, Timothy Mattice, 1014 Dominion Drive, Katy, Texas 77450; via email to tjmat1014@gmail.com; the Applicant’s Surveyor, Robert B. Hatch, at Schultz Associ-

ates, 129 South Union Street, Spencerport, N.Y. 14559; Town staff; the Town Engineer and filed with the Town Development Office.

The following vote on the above resolution was recorded in the meeting minutes:

Adrian Bellis	Aye
Timothy DeLucia	Aye
Edward Hemminger	Aye
Regina Sousa	Aye
Douglas Viets	Aye

Motion carried.

5. NEW FINAL SITE PLAN

PB #2025-0104 New Final Site Plan Application

Name: Alexander H. Amering, P.E., Costich Engineering, D.P.C., 217 Lake Avenue, Rochester, N.Y. 14608; representing Victor–Farmington Volunteer Ambulance, c/o Chief Executive Officer Jared Palmer, 1321 East Victor Road, Victor, N.Y. 14564

Location: 1300 County Road 8 (southwest corner of State Route 96 and County Road 8)

Request: Final Site Plan approval for the proposed Victor–Farmington Ambulance Station #2 building renovation and related site improvements located at the southwest corner of State Route 96 and County Road 8. This action involves the Real Property Tax Map Account Number 30.00-1-32.100, containing 2.5 acres of land. The action is located along the south side of Route 96 and the west side of Ontario County Road 8 and proposes the re-use of the existing medical office and the development of a three-bay ambulance bay addition located at 5505 State Route 96. The proposal includes all associated improvements including but not limited to minor pavement improvements, minor utility improvements and exterior lighting. A proposed bay addition is a 2,060±-square-foot single story structure and will attach to the southwest corner of the existing structure; and scheduling a public meeting.

On March 19, 2025, the Planning Board approved the Full Environmental Assessment Form Part 2, the Full Environmental Assessment Form Part 3, the State Environmental Quality Review (SEQR) Determination of Non-Significance, and the Preliminary Site Plan with conditions.

On April 3, 2025, the New York State Department of Environmental Conservation Jurisdictional Review was received (*see* Attachment #02 in the project abstract).

On April 16, 2025, the Planning Board determined that this application was complete and scheduled the consideration of this application for this evening's meeting (May 7, 2025).

On May 3, 2025, the Planning Board's draft resolution for this evening's consideration was sent via email to the applicant Chief Executive Officer Jared Palmer of the Victor–Farmington Ambulance Corps; and to his engineer Alex Amering, P.E., of Costich Engineering, D.P.C.

Mr. Montalto of Costich Engineering presented this application on behalf of Mr. Amering. Mr. Hood, who is the President of the Victor–Farmington Volunteer Ambulance Corps, also attended.

Mr. Brand said that the new address of the property (1300 County Road 8) has been established by Ontario County.

Mr. Montalto acknowledged receipt of the new address. He also said that he received and read the draft approval resolution, and that he has no issues with the conditions of Final Site Plan approval.

There were no additional comments or questions on this application this evening.

■ A motion was made by MR. VIETS, seconded by MR. DELUCIA, that the reading of the following resolution be waived, and that the resolution be approved as submitted by the Town staff:

**TOWN OF FARMINGTON
PLANNING BOARD RESOLUTION**

PB #2025-0401

**APPLICANT: Victor Farmington Ambulance, c/o Jared Palmer,
1321 East Victor Road, Victor, N.Y. 14564**

**ACTION: Final Site Plan approval with conditions for a proposed
expansion to an existing medical building and related site
improvements for Station #2, Victor– Farmington Ambulance,
to be located at the southwest corner of the intersection of
State Route 96 and County Road 8.**

WHEREAS the Town of Farmington Planning Board (hereinafter referred to as Planning Board) tonight has received an application for the above referenced Action, which includes: a set of final site plan drawings prepared by Costich Engineering, entitled “Final Site Plan Victor Farmington Ambulance, 5505 NYS Route 96,” drawings GA001, GA002, CA100,

Ca110 (all having revision dates 4/10/25) and LA100 (revised 4/30/25), CA500 (revised 4/29/25) and CA501 (revised 4/29/25), and Job No. 9465; and

WHEREAS the Town of Farmington Planning Board has also received a set of Building Elevation Drawings prepared by Rozzi Architects, entitled “Victor Farmington Ambulance 5505 State Route 96, Farmington, NY 14425,” identified as drawing numbers A200 and A201, Exterior Elevations, Project No. 24-130, and dated January 29, 2025; and

WHEREAS the Planning Board has reviewed said information and a draft resolution prepared by the Town Director of Planning and Development.

NOW, THEREFORE, BE IT RESOLVED that the Planning Board makes the following findings:

1. Final Site Plan Approval is hereby granted based upon the set of revised final drawings, referenced above and prepared by Costich Engineers, Sheets Numbered GA001, GA002, CA100, CA 110, LA100, CA 500 and CA 501, Project No. 9465, as are to be further amended as specified below herein.
2. Final Site Plan Approval is hereby granted based upon the set of Exterior Elevation drawings prepared by Rozzi Architects, dated January 29, 2025, Sheet Numbers A200 and A201, Project Number 24-130, as are to be further amended as specified below herein.
3. The Ontario County Real Property Tax Service has informed the Town and the Planning Board that the property address number for this property is to be changed from 5505 State Route 96 to 1300 County Road 8. All references to the property address that are shown on the set of final site plan drawings and the Exterior Elevation drawings referenced above herein are to be amended accordingly before signing by Town Staff and the Planning Board Chairperson.

BE IT FURTHER RESOLVED that the applicant’s engineer is to prepare a legal description and map for the proposed sidewalk/pedestrian easement shown on the Final Site Plan drawing across the frontages of State Route 96 and County Road 8 and then submit the formal offering to the Town Board for its acceptance, within thirty (30) days from today.

BE IT FURTHER RESOLVED that once accepted by the Town Board, the easement is to be filed in the office of the Ontario County Clerk within thirty (30) days.

BE IT FURTHER RESOLVED that prior to the Code Enforcement Officer issuance of a Certificate of Occupancy for this project, the Final Site Plan drawing is to be amended with a note identifying the liber and page of the filing of the proposed sidewalk/pedestrian easement.

BE IT FURTHER RESOLVED that the above referenced drawings are to include notations of all of the respective Revision Boxes shown on the drawings to reflect compliance with the Planning Board conditions of approval dated May 7, 2025.

BE IT FURTHER RESOLVED that this conditional approval is valid for a period of 180 days from today and shall automatically expire if the revised drawings have not been signed by the Town Water and Sewer Superintendent and the Planning Board Chairperson.

BE IT FINALLY RESOLVED that certified copies of this resolution are to be sent to the Applicant Jared Palmer, Victor Farmington Ambulance, 1321 East Victor Road, Victor, N.Y. 14564, via email to jpalmer@victorfarmingtonambulance.org; the Applicant’s Engineer Alex Amering, P.E., Costich Engineering, 217 Lake Avenue, Rochester, N.Y. 14608, via email to Alex@costich.com; Nathan Rozzi, Registered Architect, Rozzi Architects, 1 Woodbury Boulevard, Rochester, N.Y. York 14604, via email to Arozzi@rozziarchitects.com; Jon Merle, Genesee Construction, P.O. Box 37, Dansville, N.Y. 14437, via email to jon@geneseeconstruction.com; Town staff; the Town Engineer; Garrett Beisheim, Jr., Engineer, Ontario County Department of Public Works, Garrett. Beisheim@ontariocountyny.gov; and filed with the Town Development Office.

The following vote on the above resolution was recorded in the meeting minutes:

Adrian Bellis	Aye
Timothy DeLucia	Aye
Edward Hemminger	Aye
Regina Sousa	Aye
Douglas Viets	Aye

Motion carried.

**6. PADDOCK LANDING INCENTIVE ZONING PROJECT
THIRD EXTENSION OF APPROVALS FOR 90 DAYS**

PB #1201-23	Overall Preliminary Subdivision Plat Extension Application
PB #1202-23	Overall Preliminary Site Plan Application

Name: Canandaigua Development Company LLC, 83 South Main Street, Canandaigua, N.Y. 14424

Request: Request for third extension of Overall Preliminary Subdivision Plat and Overall Preliminary Site Plan approval of approximately 148 acres of land, Tax Map Accounts Nos. 29.00-02-131 (52.5 acres) and 29.00-02-14.0 (93.3 acres) located between State Route 96 on the south and west, Collett Road on the north, and east of Glen Carlyn Drive and west of County Road 8.

On February 21, 2024, the Planning Board approved the Overall Preliminary Subdivision Plat with conditions and the Overall Preliminary Site Plan with conditions (PB #1201-23 and PB #1202-23, respectively).

On August 7, 2024, the Planning Board approved the first 90-day extensions of these applications from August 19, 2024, to November 16, 2024.

On November 13, 2024, the Planning Board approved the second 180-day extensions of these applications from November 16, 2024, to May 14, 2024.

On May 1, 2025, the Planning Board’s draft resolution for this evening’s consideration was sent via email to the applicants Brian Mahoney and Robert Brenner of the Canandaigua Development Company, LLC; and to their engineer Ryan D. Destro, P.E., of BME Associates.

Mr. Hemminger said that the applicants are continuing to work in good faith with Rochester Gas & Electric Corporation to arrange for natural gas and electric services for the proposed project.

There were no additional comments or questions on this application this evening.

■ A motion was made by MS. SOUSA, seconded by MR. VIETS, that the reading of the following resolution be waived, and that the resolution be approved as submitted by the Town staff:

**TOWN OF FARMINGTON PLANNING BOARD RESOLUTION
PADDOCK LANDING INCENTIVE ZONING PROJECT
THIRD EXTENSION OF APPROVALS FOR 180 DAYS**

**PB #1201-23 Overall Preliminary Subdivision Plat
PB #1202-23 Overall Preliminary Site Plan**

WHEREAS, the Town of Farmington Planning Board (hereinafter referred to as Board) has received a letter dated April 9, 2025, from Ryan T. Destro, P.E., BME Associates, on behalf of the Applicants, Canandaigua Development Company, LLC, requesting a third 90-day extension to the Overall Preliminary Subdivision and Site Plan approvals for the above referenced Project, which was originally granted by the Planning Board on February 21, 2024, and which is set to expire on May 14, 2025; and

WHEREAS the Applicants continue to seek approvals from RG&E to allow for natural gas and electric services for the proposed project; and

WHEREAS, the Applicants have demonstrated a good faith effort working with the now identified three (3) agencies towards finding a solution to allow this project to proceed; and

WHEREAS, the Applicants have been provided a copy of this draft resolution and a copy of this draft resolution has been posted on the Town’s Official Website, on Thursday, May

1, 2025, all of which is in accordance with the provisions of the State’s Open Meetings Law and established Town Operating Procedures.

NOW, THEREFORE, BE IT RESOLVED that the Board does hereby move to approve a 180-day extension of time to: the first conditional approval of 180 days granted on February 21, 2024, that expired on August 19, 2024; and to the first 90-day extension granted on August 7, 2024; and to the second 180-day extension of time approved on November 13, 2024, that is set to expire on Wednesday, May 14, 2025.

BE IT FURTHER RESOLVED that said 180-day extension period shall commence on Wednesday, May 14, 2025, and continue through Monday, November 10, 2025.

BE IT FURTHER RESOLVED that the Applicant is hereby given notice that should there not be resolution of this issue on or before Wednesday, November 5, 2025, then there will need to be a fourth letter requesting another extension of time to continue the condition of approval starting on Tuesday, November 11, 2025. This letter must be submitted to the Planning Board not later than noon on Wednesday, October 29, 2025, to allow the request to be placed on the November 5, 2025, meeting agenda.

BE IT FINALLY RESOLVED that the Board does hereby direct that certified copies of this resolution are to be provided to the Farmington Town Highway and Parks Superintendent; the Superintendent of the Farmington Town Water and Sewer Department; the Town Code Enforcement Officer; the Town Construction Inspectors; the Town Fire Marshal; the Town Engineers, MRB Group, D.P.C., Attn: Lance S. Brabant, Director of Planning Services; the Town Director of Planning and Development; the Applicants; and the Applicants Engineers.

The following vote on the above resolution was recorded in the meeting minutes:

Adrian Bellis	Aye
Timothy DeLucia	Aye
Edward Hemminger	Aye
Regina Sousa	Aye
Douglas Viets	Aye

Motion carried.

**7. CREEKWOOD TOWNHOUSE PROJECT, PHASE 2:
PARTIAL LETTER OF CREDIT RELEASE #1**

On August 21, 2024, the Planning Board approved the Letter of Credit for Phase 2 of the Creekwood Townhouse Project in the amount of \$637,399.00.

■ A motion was made by MR. DELUCIA, seconded by MS. SOUSA, that the reading of the following resolution be waived, and that the resolution be approved as submitted by the Town staff:

**TOWN OF FARMINGTON PLANNING BOARD RESOLUTION
PARTIAL LETTER OF CREDIT RELEASE AND RECOMMENDATION TO THE TOWN BOARD
CREEKWOOD TOWNHOUSE PROJECT—PHASE 2
TOTAL AMOUNT—\$61,160.89**

WHEREAS the Town of Farmington Planning Board (hereinafter referred to as Planning Board) has received a request, from Ronald L. Brand, Director of Planning and Development, along with a letter from Lance S. Brabant, CPESC, Director of Planning Services, MRB Group, D.P.C., the Town Engineers, dated April 30, 2025, requesting approval for a partial release of funds (Release No. 1) from the Letter of Credit for site improvements; and

WHEREAS the above referenced release of funds from the Letter of Credit has been reviewed by the Town Construction Inspector and the Town Engineers with both finding the quantities and prices identified in the document, for the portion of improvements to be dedicated to be consistent with the final site plan conditions and the private contractor pricing respectively; and

WHEREAS the Planning Board has also received the completed Forms G-1.1 (Letter of Credit-Surety/Final Release) and G-2.0 (Letter of Credit Release); and

WHEREAS under the provisions of Chapter 144-32. F. of the Farmington Town Code, the Planning Board is to render recommendations to the Town Board whether or not to honor the requested final release of funds from the Letter of Credit.

NOW, THEREFORE, BE IT RESOLVED that the Planning Board, after having reviewed the file on this project and the recommendations from the Town Construction Inspector and the Town Engineer, does hereby recommend that the Town Board take formal action to authorize a partial release of funds from the Letter of Credit, in the total amount of \$61,160.89.

BE IT FINALLY RESOLVED that the Clerk of the Board is hereby directed to provide certified copies of this resolution to the following parties: Farmington Town Clerk; Farmington Town Board; Matthew Heilmann, Town Construction Inspector; Aaron Bissell, Town Water and Sewer Superintendent; Tim Ford, Town Highway and Parks Superintendent; Dan Delpriore, Town Code Enforcement Officer; Augie Gordner, Deputy Town Code Enforcement Officer; Lance S. Brabant, MRB Group, D.P.C., Town Engineers; Ronald L. Brand, Town Director of Planning and Development; Luke Van Epps, Creekwood Extension, LLC; and Matthew Tomlinson, Project Manager, Marathon Engineering.

The following vote on the above resolution was recorded in the meeting minutes:

Adrian Bellis	Aye
Timothy DeLucia	Aye
Edward Hemminger	Aye
Regina Sousa	Aye
Douglas Viets	Aye

Motion carried.

8. OPEN DISCUSSION

Director of Planning and Development:

Mr. Brand provided the following information:

- The Environmental Conservation Board met last Monday and has informed the Town staff that the update to the Open Space Index will be presented to the Town Board later this month for review and approval.
- The update to the Parks and Recreation Master Plan will be considered by the Ontario County Planning Board (OCPB) this month. A representative from the OCPB will inform Mr. Brand if a Town representative should attend the meeting.
- The revisions to Town Code Chapter 144 Subdivision of Land are 95 percent complete. The Planning Board is expected to receive the revised chapter next month. Mr. Brand said that a great deal of changes to this chapter of the Town Code have occurred over the past 50 years.
- Mr. Brand and Mr. Gordner recently met with the new engineers from LaBella Associates regarding the Sky Solar/Commercial Drive solar project. Mr. Brand said that the engineers requested background information on the status of the project including the road and all other issues. He said that the engineers will be taking a look at the design of the road and the proposed improvements, which may delay the submission of the final design to the Planning Board. Mr. Brand said that the design of the road will be a condition of final approvals for the east and west portions of this project.

The Sky Solar East and West Special Use Permits (PB #0406-24 and PB #0407-24, respectively) were approved by the Planning Board on September 18, 2024.

The Sky Solar East and West Preliminary Site Plans (PB #0408-24 and PB #0409-24, respectively) were approved by the Planning Board on October 16, 2024.

On April 16, 2025, The applicant received 90-extensions for the Sky Solar East and West Preliminary Site Plans from April 17, 2025, to July 16, 2025.

- The Town staff will meet next week with representatives of Cook Properties regarding the Whitestone Incentive Zoning Project which has been proposed for a site on the east side of State Route 332, south of County Road 41. Mr. Brand said that the applicant presented the project to the Town Board last week and that the Town Board members made it very clear that they did not wish to consider what the applicant has proposed. He said that the Town staff is interested in seeing the applicant's revised proposal.
- On April 28, 2025, the Zoning Board of Appeals (ZBA) modified the area variance application of DECAL, LLC (1067 Gateway Drive) regarding the construction of sidewalks. Mr. Brand said that the ZBA determined that the construction of sidewalks along State Route 332 was not practical and could not be done safely, and granted that portion of the area variance application. He said that the ZBA requested that a sidewalk easement be provided by the applicant along the road of Plastermill Drive and that a sidewalk be constructed along the road frontage of Gateway Drive.

Mr. Brand said that he and Mr. Gordner are suggesting that a condition of approval be added to resolutions to allow applicants to either file a required easement with the County and record it (liber and page number) on a final plat, or amend the final plat prior to receiving a Certificate of Occupancy or a Certificate of Completion from the Building Department. Mr. Hemminger suggested that applicants be required to file a required easement with the County and provide the Town with the liber and page number of the filing prior to the issuing of a Certificate of Occupancy or a Certificate of Completion to make sure that a required easement is obtained.

Highway Superintendent:

Mr. Ford said that more than 400 residents participated in the spring clean-up over the past weekend and that the Highway Department is now beginning the mowing of roads.

Town Engineer:

Mr. Brabant said that several water and sewer amendments to the Site Design Criteria Manual are now in progress and are expected to be submitted to the Town Board for approval in the next several months. He also said that an update to the Official Zoning Map has been submitted to the Town staff for review, and that he is working with the staff on amendments to the Sidewalk Master Plan. Mr. Hemminger requested that Planning Board members should reach out to Mr. Brabant now if they have any additional amendments to the Site Design Criteria Manual.

9. PUBLIC COMMENTS

Mr. Hood, who is President of the Victor–Farmington Volunteer Ambulance Corps, expressed his thanks to the Planning Board and to the Town staff for their efforts during the review and approvals of the site plan for Station #2 of the ambulance corps at the intersection of County Road 8 and State Route 96. Mr. Hemminger extended best wishes to the organization for a successful project of this emergency medical service facility in Farmington.

Mr. Hemminger then asked two people in attendance, Aubrae and Alan Lamparella, 227 Elder Drive, if they had any public comments tonight. Both did not have any comments.

10. TRAINING OPPORTUNITIES

■ MRB Group/Hancock Estabrook 2025 Municipal Bootcamp Trainings

For information: (800) 701-8746 or info@mrbgroup.com

For registration: <https://register.gotowebinar.com/register/489008240140821343>

Session 5: May 22, 2025

Planning Board Basics: Roles of the Planning Board in Community Development
6:00 p.m.–7:00 p.m.

Session 6: June 26, 2025

Zoning Board Basics: Roles of the Zoning Board in Community Development
6:00 p.m.–7:00 p.m.

Session 7: July 24, 2025

Soaking Up the Sun: Solar and Battery Storage and the Local Review Process
6:00 p.m.–7:00 p.m.

Session 8: September 25, 2025

Putting the Home in Hometown: Strategies for Attracting Housing Investment to Your Community
6:00 p.m.–7:00 p.m.

Session 9: October 23, 2025

Short, But Not Too Short: How Short Term Rentals Are Changing the Development and Regulatory Landscape
6:00 p.m.–7:00 p.m.

Session 10: December 18, 2025

Santa's Naughty and Nice List: The Best and Worst of 2025
6:00 p.m.–7:00 p.m.

■ New York Planning Federation Recorded Webinars:

For information: (518) 512-5270 or nypf@nypf.org

■ General Code e-Code

Daily drop-in lunchtime training Q&A sessions plus webinars in several categories.

Information: <https://www.generalcode.com/training/>

■ **Future Training Opportunities Online:**

Ontario County Planning Department website now lists upcoming training:
<https://www.co.ontario.ny.us/192/Training>

11. ADJOURNMENT

■ A motion was made by MR. VIETS, seconded by MR. BELLIS, that the meeting be adjourned.

Motion carried by voice vote.

The meeting was adjourned at 7:20 p.m.

The next regular meeting of the Planning Board will be held on Wednesday, May 21, 2025, at 7:00 p.m., at the Farmington Town Hall, 1000 County Road 8, Farmington, N.Y. 14425.

This meeting will also be available via remote video conference.

Following the meeting, the clerk locked the front doors to the Town Hall.

Respectfully submitted,

John M. Robortella L.S.
Farmington Planning Board Clerk